

West Catholic High School Board of Directors

Meeting Minutes

September 25, 2019

West Catholic High School

Attendees: Miles Schmidt, Bill Roth, Jodi Arsulowicz, Pat Kalahar, Dave Veneklase, Tim Thimmesch, Jean King, Diane Vermeesch, Sr. Damien Savino

Absent: Gabriel Audu, Carol Blundy, Greg Meyer, John Brehting, Mike Dorato, Fr. Thomas Simons

Resources: Cindy Kneibel, Principal/CEO; Tony Fischer, Assistant Principal, Todd Peters, Admissions

Agenda Item	Discussion/Conclusion/Action	Responsibility
1.1 Call to order and welcome 6:05PM	Roth called the meeting to order.	Roth
1.2 Opening prayer	C. Kneibel	Kneibel
1.3 Roll Call	Jean King called roll 9 present 6 absent;quorum reached	King

<p>2.1. General updates</p>	<p>a. GRPS moves forward with the Grand Rapids Promise Scholarship program. D.Faber represents the GR Catholic Diocese on that board; Roth has offered to be available as advisory;</p> <p>b. Enrollment has declined this year in the diocese by 221 students</p> <p>c. Roth visited Flint Powers this summer; there was a follow up phone call with their team and several WC board/staff to share enrollment/program info</p> <p>d. a discussion re: a community member( attorney) potentially joining the board, however as outlined in the bylaws he is ineligible as there is one of his family members currently on short term sub assignment at WC; Thimmesch requested members to present other candidates to him for consideration</p>	<p>Roth</p>
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<p>Presentations/Information:</p> <p>3.1 Enrollment Department</p>	<p>Currently at 471 students; Freshman class at 111(originally target for 125); available students from partner school overall are trending downward; added 12 students from outside traditional partner schools (24 in '18-'19); biggest opportunity for growth will be at ABV&amp; OLC;</p> <p>Retention: Lost 26 students this year due to a number of reasons(distance, friends, school anxiety/avoidance to name a couple); Peters and Kneibel have had discussions with these families</p>	<p>Todd Peters</p> <p>Admissions Director</p>
<p>3.2 Athletic Conference re-alignment</p>	<p>Enrollment plan: Information night Oct 2 with new features; Email blasts with new Admissions newsletter to perspective families; Peters at partner schools bi-weekly to build relationships; possible offer Tuition assistance information night for parents; web-based marketing targeting specific geographic areas focused on how WC "solves" their specific educational needs; developing a continuous enrollment program to eliminate the barriers to enrollment</p>	<p>T. Fischer</p>

<p>3.3 Finance Report</p>	<p>Committee members suggested the need to convey the "value proposition in our marketing messaging; Peters stated that enrollment goal for 2022 would be closer to 500 (previously goal was 600)</p> <p>T. Fischer reported that an advisory vote taken last week indicated the proposed changes will pass; WC would remain in OK Blue competing with Spring Lake, Coopersville, Fruitport, Hamilton, Allendale, Holland Christian, Unity Christian; there will be 6 divisions (prev 7);</p> <p>Year end audit nearly complete: WC ending in a good position and able to again fund \$100,000 into the "rainy day" fund; All construction loans were paid off this summer(\$108k);Only remaining debt is the gym (\$525k);this year's budget adjusted for 470 students (prev. was prepared for 480); staffing costs have decreased; financial aid pay outs have decreased; Committee members suggesting a "template" for prospective</p>	<p>C. Kneibel</p>
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<p>3.4 Sunday Policy Proposal</p>	<p>parents to use in helping them plan for tuition costs</p> <p>The Catholic Culture committee is proposing governing board adoption of a policy "refraining WC activities on Sundays that involve WC students or that would cause WC employees to work on that day"; currently there is an "unofficial policy" in place; Kneibel presented a letter of support from our 2 school chaplains; Bishop Walkowiak had drafted a recommendation prior but did not mandate; Committee members discussed the proposal, asked many questions and suggested to ask the Catholic Culture committee to obtain input from athletics; provide clarification of "school activities" ; consider the impact to athletics &amp; facilities; and look at how "exceptions" would be made</p>	<p>C. Kneibel</p>
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<p>4.1 Minute Approvals</p> <p>4.2 Governing Board officers</p>	<p>Minutes of the June 2019 meeting were approved on motion by Veneklase; 2<sup>nd</sup> by Kalahar; full committee approval</p> <p>Thimmisch presented the officer candidate lists for the 2019-20 governing board; Chair Emeritus- Dave Veneklase; Chair-Bill Roth; Vice-Chair-Tim Thimmisch; Treasurer-Carol Blundy; Secretary- Jean King Motion of approval from Thimmish; 2<sup>nd</sup> by Kalahar; Full committee approval</p>	<p>Committee</p> <p>Thimmisch/Committee</p>
<p>Closed Session</p>	<p>Guests were excused for this closed session</p>	<p>Committee</p>
<p>Consent Items;</p>	<p>Time allowed for questions regarding materials provided in the board member folder</p>	<p>Roth</p>
<p>Adjournment:</p> <p>7.1 Closing Prayer</p> <p>7.2 Adjournment</p> <p>7.3 Dates to Remember</p>	<p>King</p> <p>Meeting adjourned</p> <p>10/3 All A's walk; 10/11 Homecoming; 10/22 St. John Paul II Feast Day Mass with Bishop @ 10:10AM; 10/23 Falcon Award Night; <b>Next</b></p>	<p>Roth</p>

	<b>Governing board meeting November 20 @ 6:00 PM</b>	
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