

St. Mary of the Immaculate Conception – Learn, Love, Serve

Meeting Logistics

Topic	St. Mary of the Immaculate Conception Total Board of Education Meeting				
Date	October 11, 2016	Time	7:00		
Location	School Office				
Chair	Todd Moore	Co-Chair	?	Secretary	?

Meeting Norms

Conversation	Listen to one another. Stay on subject.
Respect	Respect the POV of others. All opinions should be heard.
Participate	All members need to participate honestly, and prayerfully.
End on time	8:30
Outcomes	Meetings should end with action items, and be outcome based.

Invited Participants

Administrators	Attend	School Representatives	Attend		
Fr. Peter Mitchell (Pastor)	X	Jeff Herman			
Diane Ernst (Trustee)		John Griesbach	X		
Jeff Griesbach (Trustee)	X	Susan Oestreicher	X		
Carol Frahm (Administrator)		Todd Moore	X		
Deb Fuller (Administrator)	X	Mike Krausert	X		
Luke Gietman (Administrator)		Cathy Wenninger	X		
Barbara Tate (Administrator)					
Tim Wilson (Finance)					
Mike Casey (Administrator)					

Action Items

ID	Action Items	Owner	Status	Date Entered	Planned Completion
1	Promo Video Research	Fr. Peter	On Track	9/13	11/8
2	Mass Speaker	Cathy Wenninger	On Track	9/13	11/8
3	Viability of bring a friend to school day	Deb	On Track	10/11	
4	Middle school social event	Deb and Cathy	On Track	10/11	
5	Viability of Parents; Day	Deb	On Track	10/11	
6	Voucher Information to Board	Deb	On Track	10/11	
7	Letter and Q&A	John/Mike C/Fr. Peter	On Track	10/11	

Discussion Items and Summary

ID	Discussion Item	Follow Up/Recommendation	Facilitator
1	The meeting was called to order at 7:10_ by Todd. Opening prayer was led by Fr. Peter		Todd
2	Review of Previous Minutes <ul style="list-style-type: none"> • Motion to approve by Cathy_, seconded by Susan__. • Approved by consensus. 		Todd
4	Faith Formation Report – Faith Formation RCIA Adult education		Luke
5	Principal's Report <ul style="list-style-type: none"> • The eighth graders attended a retreat at Bubolz Nature Preserve on Friday, September 16. They were led in a variety of activities by Ms. Wilda and two students from Xavier High School during the morning. The activities focused on leadership and being positive role models for the other students at St. Mary. Father 		Deb

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	<p>Peter joined them to celebrate an outdoor Mass and have lunch. In the afternoon students hiked the trails, prayed the Divine Mercy Chaplet, and played team games.</p> <ul style="list-style-type: none"> • Middle school students pledged to be working hands and good role models for the whole student body as they were inducted into 2016-17 Student Council and Safety Patrol at Mass on September 21. • We collected \$142.61, cheese products and over 200 can goods to be given to St Joe's Food Pantry in memory of Luke DeYoung, Deacon Dave's brother. • Visit our Book Fair Website at http://bookfairs.scholastic.com/homepage/stmarysch28 to view the Book Fair schedule of events, volunteer to help, and to track our progress toward our goal of selling 850 books. Online shopping will be available October 1st – 21st. • Grandparents' Day is October 14. Please join us as we begin the day with Mass at 10:00, lunch and classroom visits. • Parent teacher conferences are October 17 and 20. • November 1, we will be attending Mass at 12:00. Students who wish to represent a saint will process in before Mass begins. • PTO continues to be very active and strives to think of events that will get more families together and involved in school. • Fall MAP testing is finished. 																																																																																																																																																																			
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MARY OF THE IMMACULATE CONCEPTION STATEMENT OF ACTIVITIES (SCHOOL) Year Ended August 31, 2016</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Total</th> <th style="text-align: center;">Prior Month Actual</th> <th style="text-align: center;">\$ Change from Prior Month</th> <th style="text-align: center;">% Change from Prior Month</th> <th style="text-align: center;">YTD Budget</th> </tr> </thead> <tbody> <tr> <td colspan="6">REVENUES AND SUPPORT</td> </tr> <tr> <td>Parish Support</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">0.00%</td> <td style="text-align: right;">731</td> </tr> <tr> <td>Mass Stipend & Stole Fees</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">0.00%</td> <td style="text-align: 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expenses	(746)	35	(781)	-2231.43%	-	Fundraising Activities, net of expenses	5,274	2,386	2,888	121.04%	6,567	Program Activities, net of expenses	19	(481)	500	-103.95%	-	Other	-	262	(262)	-100.00%	-	Total revenues and support	183,777	93,503	90,274	96.55%	194,054	Expenses						Salaries and wages	39,747	9,280	30,467	328.29%	97,988	Insurance (Facilities)	1,738	869	870	100.12%	1,238	Purchased Services (Professional fees)	1,842	1,638	204	12.45%	1,662	Operating Materials (Instruction & Liturgical)	8,260	1,161	7,099	611.46%	6,875	Facilities, Buildings, and grounds	6,865	2,680	4,185	156.16%	6,578	Office	2,208	764	1,444	189.01%	2,033	Other	-	-	-	0.00%	-		60,660	16,392	44,268	270.06%	116,374	OTHER CHANGES IN NET ASSETS						Change in value of investments	-	-	-	0.00%	-	Total other changes in net assets	-	-	-	0.00%	-	CHANGE IN NET ASSETS	123,117	77,111	46,006	59.22%	77,680	NET ASSETS, BEGINNING OF YEAR	86,064	86,064	-	0.00%	86,064	NET ASSETS, END OF 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ST. MARY OF THE IMMACULATE CONCEPTION STATEMENT OF ACTIVITIES (FAITH FORMATION) Year Ended August 31, 2016					
	Total	Prior Month Actual	\$ Change from Prior Month	\$ Change from Prior Month	YTD Budget
REVENUES AND SUPPORT					
Parish Support	-	-	-	#DIV/0!	-
Mass Stipend & Stole Fees	-	-	-	0.00%	-
Tuition & Instructional Fees	12,935	8,500	4,435	52.18%	15,250
Supporting Parishes Subsidy (St. Mary's)	9,650	4,825	4,825	100.01%	9,650
Extra-curricular Activities, net of expenses	-	-	-	0.00%	-
Fundraising Activities, net of expenses	429	-	429	#DIV/0!	-
Program Activities, net of expenses	280	(146)	426	-291.78%	-
Other	-	-	-	0.00%	-
Total revenues and support	23,294	13,179	10,115	76.75%	24,900
Expenses					
Salaries and wages	15,349	6,635	8,714	131.33%	18,267
Insurance (Facilities)	-	-	-	0.00%	-
Purchased Services (Professional fees)	299	95	204	214.74%	95
Operating Materials (Instruction & Liturgical)	793	-	793	#DIV/0!	300
Facilities, Buildings, and grounds	743	285	458	160.70%	295
Office	589	224	365	162.95%	495
Other	-	-	-	#DIV/0!	-
	17,773	7,239	10,534	145.52%	19,452
CHANGE IN NET ASSETS	5,521	5,940	(419)	-7.05%	5,448
NET ASSETS, BEGINNING OF YEAR	4,087	4,087	-	0.00%	-
NET ASSETS, END OF YEAR	9,608	10,027	(419)	-4.18%	5,448
7	Pastoral Report <ul style="list-style-type: none"> Discussed Virtue Based Curriculum used in UK trial. Used in 3 schools in country Christmas Program moved to St. Mary's church, will be more spiritual. Fr. Peter is working with Mrs. Smith Washington trip is still on for March for 7th and 8th grades. 				Fr. Peter
8	Old Business				
9	New Business <ul style="list-style-type: none"> Reviewed Diocese Meitler study of Catholic schools Cathy to approach Derrick Griesbach about speaking at weekend Masses. First Sunday in October is the Craft Fair so relocating Alumni event to Saturday after 4pm Mass for next year. Received good feedback on the color school flyer with Teacher Spotlight and Testing results. Discussed possibly having a 'bring a friend to school to introduce kids to St. Mary's. A day with St. Mary's is in session but the Hortonville schools are not. Discussed having a middle school social event. Invite kids from other schools. Have a parents' day similar to grandparents' day but do it class by class. Have a prayer service, expose parents to mission. Question about voucher program and how it works. Need details so we can explain to others. Develop a question and answer sheet for parents about the school. Most common questions. A letter to go out to church 			Deb to follow up on bring a friend to school day Deb and Cathy to follow-up Deb to follow-up Deb to provide voucher program information Letter Fr. Peter	Todd

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	families from Fr. Peter with Q&A so parents can better inform others about the school	Q&A John G.	
10	Closing <ul style="list-style-type: none">• Next Meeting: 11/8 at 7:00 in staff lounge.• The meeting was adjourned at 8:31 by Todd.• Closing prayer was led by Fr. Peter.		Todd