

COMMISSION APPROVAL PENDING

Newman Catholic Schools
Education Commission Meeting Minutes

Tuesday, November 30, 2010 6:30 pm
Gathering Space St. Michael Parish

Present: Phil Menzner, Jan Klosinski, Mike Vesel, Mary Brotz, Randy Pagel, Carol Luetmer, Shelly Norman, Cathy Bush, Kelly Meverden, Fr. Bill Grevatch, Fr. Steve Brice, Troy Brown, Kristin Fritsche, Luann Pyan, Lisa Sloan, Fr. Gerry Pehler, Kevin Wolf, Fr. Al Slowiak, Fr. Greg Michaud, Fr. Bob Thorn

Not Present: Fr. Janusz Kowalski, Colette Brill, Kerry Hoffmann

Non-Members Present: Larry Theiss, Tina Meyer, Vicki Koeppel, Jeanne Lang

I. **Opening Prayer** – Prayer to the Holy Spirit

II. **Approval of September 28, 2010 minutes** – The minutes were approved as submitted.

III. **Review/Approval of Statutes and Guidelines Presented**

- Presented at 9-28-2010 meeting, seeking approval at 11-30-10 Commission mtg.

Fr. Brice said the consultation included as Appendix C will need to be updated shortly since a new version will be released soon. It was noted that NCS will need to revise this once the new one is issued. **The Statues and Guidelines were approved as presented.**

IV. **Program Presentation/ Discussion Topic:**

Follow up to Quality Assurance Review (QAR) for district accreditation - Larry Theiss, Tina Meyer
A. System Improvement Committee for Accreditation (SICA) – connected to Commission through Strategic Planning representative

Carol Luetmer will be the representative to the Commission.

- **AdvancED Findings and commendations**
 - Strong Catholic identity is evident in NCS
 - NCS is commended for successfully managing district reorganization while concurrently pursuing AdvancED district accreditation.
 - The President is recognized for her strong leadership of the Newman Catholic Schools (NCS).
 - Faculty and staff at NCS are dedicated to the success of all students.
 - Throughout the recent reorganization of NCS, clear, concise, and effective communication with stakeholders was provided, thus making a difficult change as gentle as possible.
- **Required Actions – strategic plan by building**
 - Design and implement a process for analyzing and using student assessment data for curriculum improvement and development
 - Articulate in writing district plans for oversight of the district improvement process
 - Articulate in writing, district and school level action plans; showing strategies, timelines, persons responsible, and assessment measures for the two designed district goals; Catholic identity and Learning 21st Century Skills

- **Timeline going forward**

The review was done in October. A report is attached.

- Process information
 - Mrs. Klosinski indicated in two years NCS will report back progress and in five years from the past visit, another onsite QAR will need to be scheduled. NCS is fully accredited as a district.
 - Larry Theiss indicated they will always find something for you to improve upon
 - Mrs. Klosinski said the team was amazed at what NCS had done with the restructuring.
 - Phil Menzner said the whole faculty and staff deserves a pat on the back.
 - Fr. Grevatch asked if this will be sent onto the Diocese and asked how many other schools are fully accredited in the Diocese.
 - Mrs. Klosinski mentioned the schools that are accredited or will be going through a review. We are the only public or private school in this region that is district accredited with AdvancED.

V. President's Report

A. Update on Phase II Ad Hoc Committee Process

1. Next meeting 12-20-10 (3rd Monday of the month)
 - Committee has met 3 times
 - They have discussed all elements of the parish support formula
 - Each member was able to give input
 - Will be making recommendations on the formula at the December 20th meeting

B. Report on Child Care Centers

1. Discussion and input for future direction
 - A report was handed out (see attached)
 - The Pastors wanted it brought to the Commission for discussion
 - Kevin Wolf asked about the data if the St. Therese center works as a feeder program
 - Mrs. Klosinski indicated the history is 1-2 Kindergarteners per year come from the center at St. Therese
 - Vicki Koeppel indicated of the current 4 year olds, 1 will probably go to St. Mark
 - Mrs. Klosinski noted that the majority of the K students at NCES: St. Mark start in the Preschool program
 - Phil Menzner asked for NCS price comparison to other centers
 - The last review, of spring 2010 showed NCS as the 3rd highest with Wausau Child Care & Montessori as higher. On the south side KinderCare is higher but the majority of other centers are lower than NCS
 - Mike Vesel said some centers froze rates last year and offered incentives
 - Carol Luetmer asked how St. Therese Parish feels about possibly losing the center
 - Fr. Grevatch reported that Fr. Kowalski indicated at the last pastor's meeting that he didn't care one way or the other
 - Carol Luetmer asked for the capacity at the St. Michael child care center (4 rooms are licensed for 40 students)
 - Mrs. Klosinski indicated that the summer program at St. Therese shows a profit that could possibly be moved to the St. Michael site if a recommendation was made to close the St. Therese location. She recommended further study further study, such as parent surveys to determine interest, meetings with St. Michael Parish, etc.
 - Carol Luetmer expressed concern about limiting the presence of Catholic schools on the south side should this center close.
 - Shelly Norman asked if the capacity at St. Mark could hold additional care programs Jeanne Lang indicated there would be room for some areas but after school would be a problem. Mrs. Klosinski said preschool students can currently receive care for the entire

day, but it is only currently available on school days. As a licensed center, St. Therese is open most business days, year round. No current facilities to host infant care at St. Mark.

- Mrs. Klosinski asked Vicki Koeppel of the 16 children at the center how many use DSS (state assistance).
Reply: 6 of 9 receive DSS. Only licensed centers qualify for this type of state aid.
- Vicki Koeppel described a new state regulated rating program - Young Star Program. Centers with ratings of 3-5 can qualify for additional aid.
- Fr. Slowiak asked about low numbers in age 2 category
- Vicki Koeppel explained as the children age they move infants up and then have more room for infants again – she also mentioned that they have been receiving more calls recently – the center saw a decline in enrollment with the Greenheck job reductions
- Fr. Thorn asked for clarification on the inquiries
- Vicki Koeppel reported four requests for infant care were received – she also indicated that other centers are willing to negotiate infant care rates because they have sponsors that can absorb some of the loss
- Phil Menzner asked if we do any negotiating
- Vicki Koeppel said we really aren't in a position to do this, however NCS is open to some level of negotiation
- Phil Menzner asked how many families were lost due to no price negotiation
- Vicki Koeppel indicated some loss, but did not know exact number
- Mrs. Klosinski reported that some of the smaller competing centers do not offer employee benefits compared to NCS. That impacts bottom line. Wages at NCS for child care teachers is consistent with other centers.
- Phil Menzner recommended holding off on a decision in hope conditions improve.
- Mrs. Klosinski suggested close monitoring it the next couple months and monthly reports back to the Commission
- Fr. Michaud asked what peak numbers were
- Mrs. Klosinski indicated that factors were different five years ago making it difficult to draw accurate conclusions. For example, there were few centers open on the south side five years ago compared to 2010. The increase in numbers may have diluted populations for some centers.
- Fr. Michaud asked if the issue is worth waiting for a better economy while we are currently losing money
- Commission concluded discussion and showed consensus in monitoring the situation over the next three months. Mrs. Klosinski and Mrs. Koeppel will provide follow report information.

C. Catholic Schools Week; January 30-February 5, "Catholic Schools: A+ For America"

1. Weekend liturgy – importance of Catholic School education

- The theme reflects the success of Americans who were educated in Catholic schools.
- Pastors were asked to speak at masses in support of Catholic education preceding CSW (January 29/30) Fr. Slowiak felt it's important to have parents give the testimonials as it gives more weight to hearing it from parents rather than the pastors. Kelly Meverden reported that a mixture of parents and students presented in the past. Lisa Sloan felt it's important to hear from students. Shelly Norman suggested using recent NCHS alumni who can relate how their Catholic education connects to their collegiate work. Fr. Grevatch felt it's important for pastors to speak also
The topic was concluded that NCS administration will schedule a variety of representatives; parents, students or alumni give presentations at the parish masses.
- Recent information for the coming Preschool and K open house was distributed.

VI. 2011-2012 Budget Process

A. 2011-2012 Enrollment projection

- Projecting 629 – a decrease from 2010-2011
- Factors impacting decrease: graduating a large senior class of 60 students; current large 5th grade class may contribute to a larger loss of students from 5th to 6th.
- 50 kindergarten students projected
- Enrollment / marketing efforts are increasing

B. Tuition Recommendations from Finance Committee; from Pastors

- Mike Vesel indicated tuition project scenarios include 3, 4 & 5% increases
- Restructuring has saved money but financial aid need remains high
- Need to determine what the increase threshold is that prohibits families from returning
- The \$1000 increments seem to be a point of leaving. Example \$3999 v. \$4000.
- Tuition levels previously discussed at Finance Committee (11/16) and at Pastors meeting on 11/19.
- Suggested looking at 5% increase – helps offset larger number for financial aid
- K-5, 6-8 levels will see \$120 increase and 9-12 would see \$200 increase
- Parent feedback presented to merge fee and tuition number together over time – seems parent costs would be presented more up front than as a “hidden” number as it is currently.

C. Staff/Personnel salary increase recommendations

- Mike Vesel reminded everyone we have three sources of revenue – tuition, parish subsidy & fundraising
- Our teachers get paid about ½ of public school teachers; often less than that for administrators
- If total tuition revenue is going down and we want to give teachers a raise, we need to figure out where the additional money is going to come from
- More teachers/admins may be laid off if enrollment decline continues
- Tuition and salaries are subjected to final approval at the diocesan level

D. 2011-2012 projected staffing efficiencies

Discussion:

- Fr. Brice asked what specific staff changes will be made
- Mike Vesel said positions depend on actual registration numbers which we won't know until spring
- Phil Menzner felt that a 5% tuition increase would wash with the 1.5% salary increase
- Fr. Brice said one teacher reduction could also make up the difference
- Kevin Wolf pointed out that just 8 more students would also make up the difference
- Mrs. Klosinski reported that initial numbers took out 1 administrator, 2 teachers and 1 support staff, but stressed that we can't make those decisions until we know actual enrollment numbers
- Fr. Grevatch asked what the lay people on the Commission feel about a 5% tuition increase
- Kelly Meverden asked what percentage of unpaid tuition affects the numbers
- Mike Vesel pointed out:
 - most of the unpaid tuition is from prior years. NCS is still confirming last year's number.
 - More families have been moved to the FACTS payment program
 - NCS has done a better job of addressing people earlier in the year about late payments
 - should be better off than in past years

- Mrs. Klosinski:
 - feels the new policy is making a difference
 - 60 days out involves grades being held so people have responded
 - as of 11/15 about 4% of those on the annual payment plan haven't paid which is considerably better than in prior years
- Phil Menzner asked about what the diocese expects in terms of tuition/salary increases
- NCS responded that no specific has provided in this area, however a break even budget debt reduction payment needs to be presented
- Fr. Thorn asked if it would be better to have a 4% increase than 5% as that would allow us to break even and would possibly help keep more families; why did Finance committee recommend 5%?
- Mike Vesel said they felt 5% allowed slightly more room for unplanned occurrences
- Fr. Thorn asked if this would be a good year to merge tuition & fees
- Mrs. Klosinski felt a schedule to accomplish over 3-5 years with appropriate parent education and communication would be effective
- Troy Brown felt that a 5% increase isn't insurmountable when you only have a couple kids in the system but if you are looking at increasing that over a number of years with a number of children in the system it could be prohibitive
- Fr. Grevatch asked about using a graduated scale
- Fr. Michaud asked if tuition was reduced, would it attract more students and make up the difference
- Mike Vesel reported there have been a lot of ideas presented over time but is not certain if a tuition reduction would be approved by the diocese. There is a fine balance to figuring this out
- Mrs. Klosinski pointed out that the parishes have to be recognized for their sacrifice in making subsidy payments and providing buildings
- Kevin Wolf voiced that it is getting harder for development to keep their fundraising numbers up also
- Troy Brown expressed Grade 6 is critical and planning efforts should keep as many kids in the system from grade 5 to 6 as possible
- Mrs. Klosinski agreed grade 5 to 6 is important as well as having a strong kindergarten class enrollment
- Mike Vesel reminded everyone that not only are we dealing with the smaller number of children in our schools, but potential pool of students registered in parishes is also decreasing
- Phil Menzner asked about changing the structure of the tuition breakdown
- Mike Vesel indicated NCS has tried to keep grade 5 tuition closer to grade 6 for retention purposes.
- Lisa Sloan feels the tuition increase isn't the major factor in keeping students from grade 5 to 6 – while it's good to have the amounts closer, the class size is an issue in order to keep it a good social experience for students
- Shelly Norman talked about scholarships and offering more from 5th grade going up to 6th grade
- Mike Vesel felt that is good incentive but kids are going to decide to stay or go more based on peers
- Kelly Meverden reported that from 8th to 9th grade there are about \$36,000 in scholarships given out

Following discussion: Fr. Brice moved to increase 5% tuition increase and salaries 1.5%. The motion was so moved and consensus obtained on these items.

Consensus: 5% tuition increase and 1.5% teacher and staff salary increase for 2011-12.

VII. Commission Committee Reports

A. Finance Committee Report – Mike Vesel - minutes from 11-16-10 meeting attached

Mike Vesel reported NCS is waiting for diocesan approval on the parish loan program. This program allows unpaid parish support to NCS transferred back to the parish in the amount of a loan. Mary Ann Johnson has been assisting NCS throughout this process. This amounts to over \$175,000 that could be used to apply to prior diocesan payables/debt. NCS continues to work on prior year collections. On paper we are running at a loss due to lower child care revenue than projected and auction expenses. We haven't closed the June statement yet due to the uncertainty of how to report the endowment.

B. Development Report – Kevin Wolf, Kelly Meverden

Kelly Meverden reported we had a successful auction considering we had a \$168,917 profit in one night. We need to focus on spreading the word that we need people at these events, especially involving our younger families. The dinner count was down. It was a great night and everyone was thanked for helping and attending. Kelly acknowledged her staff for their hard work. The Fund a Need portion of the auction will help with designated needs. SCRIP sales have been increasing. Juliana Franzen, SCRIP coordinator and her mother, Lucille Salwach were recognized for dedication to the program. Kevin Wolf reiterated that SCRIP is an excellent fundraiser and doesn't cost people extra. NCS will benefit when more people use it. Some systems have a requirement for families to purchase SCRIP. Lisa Sloan felt we should challenge people to use it. Mike Vesel asked about setting up foundations instead of having endowments. Kelly Meverden said she hasn't had an opportunity to talk to Mary Ann Johnson about that yet. Mrs. Klosinski indicated we are the only system that does not have a foundation. The difference between an endowment and a foundation relates to the authority that over sees the funds. The current endowment is overseen at the diocesan level while a foundation may be handled more independently.

C. Marketing/Enrollment - Mary Brotz/ Shelly Norman, Kelly Meverden - minutes from 11-22-10 meeting attached

Kelly Meverden reported the following:

- Mailed postcards to announcing open houses
- Prepared bulletin inserts promoting NCS athletics and upcoming informational meetings
- Submitted TV and radio ads for January airing
- Marketing/Enrollment committee developed a strategic plan
- Fr. Grevatch asked if NCS has personally contacted families.
- Principals are making contacts.
- Mrs. Lang and her staff have personally contacted all south side families with an invitation to the "see us in action" day

Mrs. Klosinski noted other valuable recruitment efforts include parent-to-parent referrals and pastor referrals to parish families.

D. Athletics – Troy Brown – minutes from 10-20-10 meeting attached

Troy Brown reported the following:

- Great fall season; boys' soccer, football, volleyball, girls' tennis were all very successful
- Great students and great coaches.
- Some sport offerings will need to be studied because of decreasing enrollment

- Coaches are helping to teach not only the athletics but also Catholic moral and leadership skills

Phil Menzner mentioned that Newman can hold its own on any of the athletics given our final results.

E. Curriculum and Instruction – Above discussion topic

F. Student Life – Kerry Hoffmann – Committee is in the process of reorganizing.

G. Strategic Planning (and SICA) – Carol Luetmer – See above

Final Comments:

- Mrs. Klosinski thanked Kelly Meverden for her great efforts for the auction.
- Kelly Meverden asked that everyone to thank C. Ann Dietrich for her efforts whenever you see her.
- Mrs. Klosinski announced that Emily Miller, Principal, had a baby boy.
- Fr. Thorn mentioned that when he has visited Randy Juley he told Father how much he really appreciates all of the prayers.
- Fr. Michaud made an observation about the reports listed on the Commission agenda should include updates on religion and spiritual development. Mrs. Klosinski explained that the Student Life committee which has been in the process of reorganizing had been working on this in the past. She indicated that NCS would welcome him working with that committee.

The closing prayer was led by Fr. Pehler.

The meeting was adjourned at 8:33 PM.

The next regular meeting is scheduled for January 25, 2011.

Meeting minutes respectfully submitted by Patty Thomson, Administrative Assistant

NCS Education Commission

System Improvement Update

November 30, 2010

System Improvement Committee for Accreditation (SICA)

- Tina Meyer (NCMS Principal) and Larry Theiss (NCHS Principal) will be acting co-chairs
- Carol Luetmer will be the commission representative for SICA
- SICA members include parents, teachers, and staff from all NCS buildings and levels

QAR/AdvancED Findings

Commendations

- The President is recognized for her strong leadership of the Newman Catholic Schools.
- NCS is commended for successfully managing district reorganization while concurrently pursuing AdvancED district accreditation.
- Faculty and staff at NCS are dedicated to the success of all students.
- Throughout the recent reorganization of NCS, clear, concise, and effective communication with stakeholders was provided, thus making a difficult change as gentle as possible.
- Strong Catholic Identity is evident at NCS.

Required Actions

- Design and implement a process for analyzing and using student assessment data for curriculum improvement and development.
- Articulate in writing district plans for oversight of the district improvement process.
- Articulate in writing district and school level action plans. These plans should articulate strategies, timelines, persons responsible, and assessment measures for the two designated district goals: Catholic Identity and Learning 21st Century Skills.

NCS Plan to Meet the Required Actions

System Improvement Plan Objectives (Based on the System Improvement Goals)

Goal #1: Provide outstanding Catholic faith formation by fostering enhanced Catholic identity and environment in our schools

Objective 1.1 - Infuse the message of Jesus Christ in all aspects of student learning and activity

Objective 1.2 - Create an environment that stresses Catholic Christian values.

Goal #2: Enhance individual student learning by integrating Learning for the 21st Century across our curriculum, grade levels, and entire system

Objective 2.1 - Develop academic content to enhance knowledge and skills, by thinking critically, applying knowledge to new situations, analyzing information, comprehending new ideas, communicating, collaborating, solving problems, and making decisions.

Objective 2.2 - Provide experiences that create relevant opportunities to incorporate information, communication, and technologies to enhance their global perspective.

Objective 2.3 - Ensures that student assessment data are used to make decisions for continuous improvement of teaching and learning.

Timeline going forward

November 2011 - System Improvement Committee

- Communicate the System Improvement Objectives to building level stakeholders

November/December/January – Building Level

- (Building Level) Collect building level input on student performance
 - Data analysis/Data Retreats
 - Assessment review - formative and summative, authentic (classroom-based) and standardized
 - Summary of student performance

February 2011 - System Improvement Committee

- Review building level action plans as related to the system objectives

March 2011 – Building Level

- Finalize building level action plans
- Teachers and administrators need to identify ways to measure the action items
- Communicate building level action plans to stakeholders (parents, students, Education Commission)
- Begin implementation of building level action plans

August/September 2011 – Building Level

- Create back-to-school teacher inservice focused on system objectives and building level action plans
- Review data from end of the year student performance to assess/evaluate the action items

Fall 2011 – Building Level

- Teachers begin writing Pro Gros that relate to the building level action plans

Winter/Spring 2012

- Report back to AdvancED and report our progress on the required actions from the 2010 QAR Report
- Continue to review student data and review our progress related to the building action plans

Newman Catholic Early Childhood Center: St. Therese location

Commission Brief Considerations for viability of licensed child care program

General Considerations

- 1. NCS – Initial purpose for licensed childcare programs conveniently located?
 - o Started at St. Therese 1992
 - o Provide another feeder program for elementary schools
 - o Provide revenue to the system

Why parents choose childcare?

- o Affordability
- o Convenience in daily schedule
- o Like care givers
- o Program quality
- o Licensed – can receive state reimbursement?

Why parents choose Catholic PreK-12?

- o Catholic/religious identity
- o School environment, school climate, size, safety, etc.
- o Academic program
- o Auxiliary programs (opportunities for students)

- 2. Location/Convenience/Geographic Considerations
 - o Located in Schofield, corner of Grand Ave. and Kort St.
 - o On a travel route to-from home to work?
 - o Close to highway exit?
 - o Proximity to jobs?

- 3. Demographic considerations
 - o 1 mile from Schofield School – (qualifies as a Title I school)
 - o Demographics characteristics of neighborhood near center? – Families w/ young children vs. Families w/ grown or no children?
 - o Distance to other schools?

- 4. Transportation to/from school
 - o DCE will transport school-age students to/from NCES: St. Mark, Rothschild, Schofield, and Riverside.
 - o NCS offers after school care at St. Mark location for enrolled students, school days only.
Grades K-5

| | | |
|---------------|-----|--|
| NCES:St. Mark | 82 | NCS non-licensed child care is available on site at St. Mark |
| Rothschild | 351 | Wausau Child Care is available on site at Rothschild |
| Schofield | 205 | |
| Riverside | 500 | |

- 5. Programs
 - Infant – through age 12
 - Summer School Age Program (summer camp theme)

- 6. Competition w/ other centers
 - 9 other centers w/ address of Weston, Rothschild, Schofield, Mosinee
 - Mostly newer buildings or extra features – example Aspirus Y gym, pool; KinderCare: vans, etc.
 - Wausau Child Care offers BS/AS care at 5 DCE Elementary schools – care on site

Financial Considerations

7. Enrollment and Capacity

NCECC: St. Therese – Currently licensed for 70 students

| Age | Current (11-15-2010) | Capacity for 1 teacher |
|--------------|----------------------|------------------------|
| Infants 0-2 | 3 | 4 |
| 2 year olds | 1 | 6 |
| 3 year olds | 6 FT 2 PT | 8 |
| 4 year olds | 4 | 13 |
| School – age | 9 BS 5 | 16 |

8. Impact to south side parishes?

One building unused

Of 16 families w/ children 0-age 5 9 are parishioners and 7 are non-Catholic

Of 9 Catholic families 1 from St. Agnes, 4 from St. Anne, 1 from St. Michael, 3 from St. Therese

Of 23 families w/ School age children 9 are parishioners and 14 are non-Catholic

Of 9 Catholic families 1 from Resurrection, 1 from St. Anne, 1 from St. Mark, 2 from St. Michael and 4 from St. Therese

9. Mid-November, 2010

Projection: expenses will surpass revenue of approximately \$60,000 by June 30, 2010.

Salaries exceed current enrollments.

Positions cannot be decreased due to licensing regulations.

**NEWMAN CATHOLIC SCHOOLS
TUITION PROJECTION WITH 3% INCREASE**

| | 2009-10 | | | | | 2010-11 | | | | | 3 % increase 2011-12 | | | | |
|---|---------|------------|--------------|------------------|--------------------|---------|------------|------------|------------------|--------------------|-------------------------|------------|------------|------------------|--------------------|
| | | | # at | Fee | Tuition | | | # at | Fee | Tuition | | | # at | Fee | Tuition |
| | \$Fees | \$ Tuition | Rate | Income | Income | \$Fees | \$ Tuition | Rate | Income | Income | \$Fees | \$ Tuition | Rate | Income | Income |
| PreK-2 | \$130 | \$920 | 32 | \$4,160 | \$29,440 | \$130 | \$950 | 27 | \$3,510 | \$25,650 | \$130 | \$980 | 28 | \$3,640 | \$27,440 |
| PreK-3 | \$130 | \$1,180 | 22 | \$2,860 | \$25,960 | \$130 | \$1,220 | 15 | \$1,950 | \$18,300 | \$130 | \$1,260 | 11 | \$1,430 | \$13,860 |
| PreK- 5 WSD | \$230 | \$2,160 | 52 | \$11,960 | \$112,320 | \$230 | \$2,160 | 36 | \$8,280 | \$77,760 | \$0 | \$2,384 | 36 | \$0 | \$85,824 |
| PreK-5 | \$230 | \$1,360 | 10 | \$2,300 | \$13,600 | \$230 | \$1,400 | 18 | \$4,140 | \$25,200 | \$240 | \$1,440 | 15 | \$3,600 | \$21,600 |
| K to 5 | \$230 | \$2,190 | 326 | \$74,980 | \$713,940 | \$250 | \$2,260 | 296 | \$74,000 | \$668,960 | \$250 | \$2,330 | 273 | \$68,250 | \$636,090 |
| 6 to 8 | \$350 | \$2,300 | 146 | \$51,100 | \$335,800 | \$350 | \$2,370 | 121 | \$42,350 | \$286,770 | \$360 | \$2,440 | 117 | \$42,120 | \$285,480 |
| 9 to 12 | \$450 | \$3,950 | 186 | \$83,700 | \$734,700 | \$450 | \$4,070 | 174 | \$78,300 | \$708,180 | \$460 | \$4,190 | 148 | \$68,080 | \$620,120 |
| 9 to 12 International | - | \$8,000 | 0.5 | | \$4,000 | - | \$8,000 | 0 | | \$0 | - | \$8,000 | 1 | | \$8,000 |
| Non-Parish/Catholic (Additional Fee) | | \$1,300 | 16 | | \$20,800 | | \$1,300 | 14 | | \$18,200 | | \$1,300 | 12 | | \$15,600 |
| Total | | | 774.5 | \$231,060 | \$1,990,560 | | | 687 | \$212,530 | \$1,829,020 | | | 629 | \$187,120 | \$1,714,014 |
| Registration | | \$55 | 774.5 | \$42,598 | | | \$55 | 687 | \$37,785 | | | \$55 | 629 | \$34,595 | |

Notes:

| | |
|----------------------------|----|
| - Increase PreK-2 tuition | 5% |
| - Increase PreK-3 tuition | 5% |
| - Increase PreK-5 tuition | 5% |
| - Increase K to 5 tuition | 5% |
| - Increase 6 to 8 tuition | 5% |
| - Increase 9 to 12 tuition | 5% |
| - Increase PreK-2 fees | 5% |
| - Increase PreK-3 fees | 5% |
| - Increase PreK-5 fees | 5% |
| - Increase K to 5 fees | 5% |
| - Increase 6 to 8 fees | 5% |
| - Increase 9 to 12 fees | 5% |

Notes:

| | |
|----------------------------|----|
| - Increase PreK-2 tuition | 3% |
| - Increase PreK-3 tuition | 3% |
| - Increase PreK-5 tuition | 3% |
| - Increase K to 5 tuition | 3% |
| - Increase 6 to 8 tuition | 3% |
| - Increase 9 to 12 tuition | 3% |
| - Increase PreK-2 fees | 0% |
| - Increase PreK-3 fees | 0% |
| - Increase PreK-5 fees | 0% |
| - Increase K to 5 fees | 0% |
| - Increase 6 to 8 fees | 0% |
| - Increase 9 to 12 fees | 0% |

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| - Increase 6 to 8 tuition | 3% |
| - Increase 9 to 12 tuition | 3% |
| - Increase PreK-2 fees | 3% |
| - Increase PreK-3 fees | 3% |
| - Increase PreK-5 fees | 3% |
| - Increase K to 5 fees | 3% |
| - Increase 6 to 8 fees | 3% |
| - Increase 9 to 12 fees | 3% |

**NEWMAN CATHOLIC SCHOOLS
TUITION PROJECTION WITH 4% INCREASE**

| | 2009-10 | | | | | 2010-11 | | | | | 4% increase 2011-12 | | | | |
|---|---------|------------|--------------|------------------|--------------------|---------|------------|------------|------------------|--------------------|------------------------|------------|------------|------------------|--------------------|
| | | | # at | Fee | Tuition | | | # at | Fee | Tuition | | | # at | Fee | Tuition |
| | \$Fees | \$ Tuition | Rate | Income | Income | \$Fees | \$ Tuition | Rate | Income | Income | \$Fees | \$ Tuition | Rate | Income | Income |
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| PreK-5 | \$230 | \$1,360 | 10 | \$2,300 | \$13,600 | \$230 | \$1,400 | 18 | \$4,140 | \$25,200 | \$240 | \$1,460 | 15 | \$3,600 | \$21,900 |
| K to 5 | \$230 | \$2,190 | 326 | \$74,980 | \$713,940 | \$250 | \$2,260 | 296 | \$74,000 | \$668,960 | \$250 | \$2,350 | 273 | \$68,250 | \$641,550 |
| 6 to 8 | \$350 | \$2,300 | 146 | \$51,100 | \$335,800 | \$350 | \$2,370 | 121 | \$42,350 | \$286,770 | \$360 | \$2,460 | 117 | \$42,120 | \$287,820 |
| 9 to 12 | \$450 | \$3,950 | 186 | \$83,700 | \$734,700 | \$450 | \$4,070 | 174 | \$78,300 | \$708,180 | \$470 | \$4,230 | 148 | \$69,560 | \$626,040 |
| 9 to 12 International | - | \$8,000 | 0.5 | | \$4,000 | - | \$8,000 | 0 | | \$0 | - | \$8,000 | 1 | | \$8,000 |
| Non-Parish/Catholic (Additional Fee) | | \$1,300 | 16 | | \$20,800 | | \$1,300 | 14 | | \$18,200 | | \$1,300 | 12 | | \$15,600 |
| Total | | | 774.5 | \$231,060 | \$1,990,560 | | | 687 | \$212,530 | \$1,829,020 | | | 629 | \$188,990 | \$1,728,424 |
| Registration | | \$55 | 774.5 | \$42,598 | | | \$55 | 687 | \$37,785 | | | \$55 | 629 | \$34,595 | |

Notes:

| | |
|----------------------------|----|
| - Increase PreK-2 tuition | 5% |
| - Increase PreK-3 tuition | 5% |
| - Increase PreK-5 tuition | 5% |
| - Increase K to 5 tuition | 5% |
| - Increase 6 to 8 tuition | 5% |
| - Increase 9 to 12 tuition | 5% |
| - Increase PreK-2 fees | 5% |
| - Increase PreK-3 fees | 5% |
| - Increase PreK-5 fees | 5% |
| - Increase K to 5 fees | 5% |
| - Increase 6 to 8 fees | 5% |
| - Increase 9 to 12 fees | 5% |

Notes:

| | |
|----------------------------|----|
| - Increase PreK-2 tuition | 3% |
| - Increase PreK-3 tuition | 3% |
| - Increase PreK-5 tuition | 3% |
| - Increase K to 5 tuition | 3% |
| - Increase 6 to 8 tuition | 3% |
| - Increase 9 to 12 tuition | 3% |
| - Increase PreK-2 fees | 0% |
| - Increase PreK-3 fees | 0% |
| - Increase PreK-5 fees | 0% |
| - Increase K to 5 fees | 0% |
| - Increase 6 to 8 fees | 0% |
| - Increase 9 to 12 fees | 0% |

Notes:

| | |
|----------------------------|----|
| - Increase PreK-2 tuition | 4% |
| - Increase PreK-3 tuition | 4% |
| - Increase PreK-5 tuition | 4% |
| - Increase K to 5 tuition | 4% |
| - Increase 6 to 8 tuition | 4% |
| - Increase 9 to 12 tuition | 4% |
| - Increase PreK-2 fees | 4% |
| - Increase PreK-3 fees | 4% |
| - Increase PreK-5 fees | 4% |
| - Increase K to 5 fees | 4% |
| - Increase 6 to 8 fees | 4% |
| - Increase 9 to 12 fees | 4% |

**NEWMAN CATHOLIC SCHOOLS
TUITION PROJECTION WITH 5% INCREASE**

| | 2009-10 | | | | | 2010-11 | | | | | 5% increase 2011-12 | | | | |
|---|---------|------------|--------------|------------------|--------------------|---------|------------|------------|------------------|--------------------|------------------------|------------|------------|------------------|--------------------|
| | | | # at | Fee | Tuition | | | # at | Fee | Tuition | | | # at | Fee | Tuition |
| | \$Fees | \$ Tuition | Rate | Income | Income | \$Fees | \$ Tuition | Rate | Income | Income | \$Fees | \$ Tuition | Rate | Income | Income |
| PreK-2 | \$130 | \$920 | 32 | \$4,160 | \$29,440 | \$130 | \$950 | 27 | \$3,510 | \$25,650 | \$140 | \$1,000 | 28 | \$3,920 | \$28,000 |
| PreK-3 | \$130 | \$1,180 | 22 | \$2,860 | \$25,960 | \$130 | \$1,220 | 15 | \$1,950 | \$18,300 | \$140 | \$1,280 | 11 | \$1,540 | \$14,080 |
| PreK- 5 WSD | \$230 | \$2,160 | 52 | \$11,960 | \$112,320 | \$230 | \$2,160 | 36 | \$8,280 | \$77,760 | \$0 | \$2,384 | 36 | \$0 | \$85,824 |
| PreK-5 | \$230 | \$1,360 | 10 | \$2,300 | \$13,600 | \$230 | \$1,400 | 18 | \$4,140 | \$25,200 | \$240 | \$1,470 | 15 | \$3,600 | \$22,050 |
| K to 5 | \$230 | \$2,190 | 326 | \$74,980 | \$713,940 | \$250 | \$2,260 | 296 | \$74,000 | \$668,960 | \$250 | \$2,370 | 273 | \$68,250 | \$647,010 |
| 6 to 8 | \$350 | \$2,300 | 146 | \$51,100 | \$335,800 | \$350 | \$2,370 | 121 | \$42,350 | \$286,770 | \$370 | \$2,490 | 117 | \$43,290 | \$291,330 |
| 9 to 12 | \$450 | \$3,950 | 186 | \$83,700 | \$734,700 | \$450 | \$4,070 | 174 | \$78,300 | \$708,180 | \$470 | \$4,270 | 148 | \$69,560 | \$631,960 |
| 9 to 12 International | - | \$8,000 | 0.5 | | \$4,000 | - | \$8,000 | 0 | | \$0 | - | \$8,000 | 1 | | \$8,000 |
| Non-Parish/Catholic (Additional Fee) | | \$1,300 | 16 | | \$20,800 | | \$1,300 | 14 | | \$18,200 | | \$1,300 | 12 | | \$15,600 |
| Total | | | 774.5 | \$231,060 | \$1,990,560 | | | 687 | \$212,530 | \$1,829,020 | | | 629 | \$190,160 | \$1,743,854 |
| Registration | | \$55 | 774.5 | \$42,598 | | | \$55 | 687 | \$37,785 | | | \$55 | 629 | \$34,595 | |

Notes:

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| - Increase PreK-2 tuition | 5% |
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| - Increase PreK-5 tuition | 5% |
| - Increase K to 5 tuition | 5% |
| - Increase 6 to 8 tuition | 5% |
| - Increase 9 to 12 tuition | 5% |
| | |
| - Increase PreK-2 fees | 5% |
| - Increase PreK-3 fees | 5% |
| - Increase PreK-5 fees | 5% |
| - Increase K to 5 fees | 5% |
| - Increase 6 to 8 fees | 5% |
| - Increase 9 to 12 fees | 5% |

Notes:

| | |
|----------------------------|----|
| - Increase PreK-2 tuition | 3% |
| - Increase PreK-3 tuition | 3% |
| - Increase PreK-5 tuition | 3% |
| - Increase K to 5 tuition | 3% |
| - Increase 6 to 8 tuition | 3% |
| - Increase 9 to 12 tuition | 3% |
| | |
| - Increase PreK-2 fees | 0% |
| - Increase PreK-3 fees | 0% |
| - Increase PreK-5 fees | 0% |
| - Increase K to 5 fees | 0% |
| - Increase 6 to 8 fees | 0% |
| - Increase 9 to 12 fees | 0% |

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| - Increase PreK-5 fees | 5% |
| - Increase K to 5 fees | 5% |
| - Increase 6 to 8 fees | 5% |
| - Increase 9 to 12 fees | 5% |

Newman Catholic Schools
Finance Committee Meeting Minutes
Tuesday, November 16, 2010
NCS Central Office

Present: Jan Klosinski, Mike Vesel, Fr. William Grevatch, Jim Nikstad, Rich Theisen, Stew Etten, Kelly Meverden, Larry Mynsberg, Phil Menzner, Gary France, Coleen Krasowski

Absent: Tim McKeough

I. Prior Meeting Minutes

A. The minutes from the September 21, 2010, meeting were approved.

II. Parish Investment

A. Current year investment – St. Therese currently owes \$68,614.03 for the current year. This includes the November amounts. Resurrection, St. Michael, and St. Anne owe some amounts for October as well as the entire November amount. All other parishes owe only the November billing amount.

B. Prior year investment – The Diocese has not finalized the loan paperwork to convert the unpaid investment from St. Therese and Holy Name to parish debt. The St. Therese amount is \$152,982.89, and the Holy Name amount is \$17,739.71. NCS has asked the Diocese to credit \$100,000 of this amount to prior year debt, and to credit the remaining \$70,722.60 to July 2010 and August 2010 medical insurance invoices. Mary Ann Johnson has expressed concern to Jan Klosinski that Bishop Callahan may not approve the loans, and she has written a letter to the Bishop in support of continuing the loan process.

III. Tuition Collections

A. Coleen Krasowski provided the following information regarding 2010-2011 tuition charges:

- 46% (\$913,720) of tuition billed is going through the FACTS payment program
- 38% (\$763,170) of tuition was billed to annual payors – of this amount \$32,107 is still outstanding
- 10% (\$200,642) of tuition was billed to families that have set up special payment arrangements with NCS – of this amount \$85,487 is outstanding
- the remaining tuition is paid either through payroll deductions or via the Southeast Asian tuition billing plan.
- 36% (\$716,842) of the total tuition billed for 2010-2011 is still outstanding

B. Mary Ann Johnson told Coleen Krasowski that NCS should not expect to receive as much Southeast Asian Tuition Assistance from the Diocese this year as we have in the last few years. It appears that the emphasis is being shifted to assistance for Hispanic families. The Diocese would like to see the Southeast Asian families integrated into the regular financial aid award process of the system instead of receiving an automatic discount and additional assistance at year end from the Diocese.

C. Prior year tuition receivable is approximately \$440,000. This includes current families as well as families that no longer have children in the system.

IV. Financial Update

- A. An income statement and balance sheet as of 10/31/10 was distributed to the committee. Coleen Krasowski noted that the current cash position is adequate, but if the parishes continue to be behind on their support payments, NCS could experience some cash flow problems by January or February. The Statement of Revenues and Expenses shows a year-to-date net loss of \$176,372.22. This is primarily due to the fact that restructuring expenses were incurred in July and August, and that the schools typically spend more on supplies at the beginning of the school year. Tuition and parish revenue is accrued equally over ten months, so we should end up with positive net income by year end.
- B. Jan Klosinski stated that she and Coleen Krasowski believe that budgeted child care income is overstated by approximately \$100,000. In particular, the Early Childhood Center at St. Therese is not performing well financially. The administration is monitoring the income and enrollment at that site very closely. The committee discussed the fact that the Center was originally established to be a money-making opportunity for the system and to be a feeder into the preschool and elementary programs. In the last several years, the Center has not made money and has never shown to be a reliable feeder into the rest of the NCS system. The committee discussed the possibility of closing the site if it continues to be a drain on system resources.
- C. Phil Menzner asked if the June 30, 2010, year end was wrapped up. Coleen Krasowski stated that everything is completed except for the Endowment activity. Mary Ann Johnson is currently reviewing all of the NCS Endowment documents and statements, as she is concerned that the activity has not been recorded correctly over the years.
- D. Kelly Meverden gave a preliminary report on the Winter Wonderland Auction that took place on November 13. Total income is approximately \$160,000. Income from the live auction was up \$2,500 over last year, but income from the silent auction was down approximately \$5,000. There were five less dinner tables booked this year. The Fund-A-Need fundraiser for Smart Technology brought in \$18,500.

V. Enrollment Update

- A. Jan Klosinski and Coleen Krasowski presented preliminary enrollment and tuition income estimates for the 2011-2012 school year. Estimated enrollment in Pre-K through 12 is 629. Three scenarios were presented; a 3% tuition increase, a 4% tuition increase, and a 5% tuition increase. Jan Klosinski noted that the comparison numbers presented on the spreadsheet for 2010-2011 and 2009-2010 were not accurate. Coleen Krasowski will revise the sheet with the correct prior years' enrollment numbers.

VI. 2011-2012 Budget

- A. After discussion, the committee recommended that the 2011-2012 preliminary budget be build using the 5% tuition increase amounts. Jan Klosinski stated that she would like to see the system do away with the separate Instructional/Technology Fee and simply roll that amount into one tuition number. The committee is in favor of this idea.

- B. Jan Klosinski and Coleen Krasowski presented 2011-2012 personnel cost projections showing no increase, a 1.25% increase, and a 1.5% increase. Also included in all scenarios are a 2.5 Instructional FTE reduction, 1 FTE Administrative reduction, and 1 FTE administrative support staff reduction. Jan Klosinski stated that for 2010-2011 the contracted staff received a 1.5% increase, but all hourly wages were frozen at 2009-2010 levels. The committee recommended building the budget with a 1.5% increase for all staff.

VII. System Reconfiguration

- A. Jan Klosinski gave a short overview of the Phase II of the reconfiguration involving the parish investment formula. A small group met with Ray Mickevicius, the facilitator for the process, on September 16. It was the conclusion of that group that the Ad Hoc committee will need to focus on both a short term and a long term goal. The short term goal will be to determine the investment formula for the 2011-2012 fiscal year. The long term goal would be to reinforce the value of Catholic school education with both the priests and parishioners of the supporting parishes.

VIII. Other items

- A. Jan Klosinski reported that St. Therese parish does not have a representative from their parish on the NCS Finance Committee. She is continuing to communicate with the parish regarding this matter, and concerning appointing Ad Hoc committee members for the Parish Investment study.

Meeting Schedule: (All meetings are scheduled for 7:00am at Central Office)

October 19, 2010 (this meeting was later cancelled)

November 16, 2010

December 21, 2010

January 18, 2011

February 15, 2011

March 15, 2011

April 19, 2011

May 17, 2011

June 21, 2011

Newman Catholic Schools
Marketing / Enrollment Committee Meeting
November 22, 2010
12:00 PM – NCS Central Office

Attendance: Kelly Meverden, Jill Mabry, Mary Brotz, Vicki Koeppel, Jayne Magrecke, Shelly Norman, Wendy Furrer

Kelly opened the meeting with prayer.

NCS Strategic Marketing Plan - Shelly Norman & Jayne Magrecke

Final copies of the 2010-2011 Marketing Plan were distributed. The previous NCS Marketing Plan was incorporated into the new plan. Steps, goals & strategies were discussed in detail.

- **Goal # 1- Increase Enrollment**
 - **Strategy C: Promotion & Marketing**
Action Item – Shelly & Jayne offered to assist with cost analysis of annual media plan.
 - **Strategy D: Increase preschool, Child Care & Kindergarten Enrollment**
Suggestion was made to form Advisory groups to help research / survey other options available in our community. Consist of 4-5 parents, teacher and Principal / Administrator.
Action Item – Need parent & teacher volunteers & facilitator
 - **Strategy E: Increase retention from grade 5 to middle school**
It was suggested to assemble Advisory Groups consisting of current parents and teachers for the middle school level and elementary school level.
The Advisory Groups would research the programs offered in our community and compare them to NCS current offerings. From their research, we can determine what our programs currently offer that other programs do not. This information can then be used as focus in marketing & advertising.
Action Item – Kelly to update Jan Klosinski on implementation. Need parent & teacher volunteers & facilitator

- **Goal #2 – Smooth transition with reconfiguration, Strategy D: Perception Survey & Strategy E: Communicate results**
 - Action Item – Kelly / Jan Klosinski discussion.

- **Goal #3 – 21st Century Technology, Strategy A: Website**
 - Action Item – Administrator discussion on NCS website update and email communication with alumni.

- **Goal #4 – Blue Ribbon Certification**
 - Action Item – Administrators discussion

- **Goal #5 – Improve Communication**
 - **Strategy A: State of the Union meetings**
 - **Strategy B: Mentoring Program**
 - **Strategy C: Newsletters**
 - **Strategy D: Suggestion Boxes**
 - **Strategy F: Update / clean database**

- **Goal #6 – Create / Investigate new financial revenue stream(s)**
 - **Strategy A: NCS Development Committee**

NCS System Recruitment Activities - System Communications Tool -

- A spreadsheet was distributed to all NCS Administrators in order to keep track of all recruitment activities by building / grade level for 2010 / 2011 school year.

NCS Marketing Upcoming Projects -

- “Come See Us In Action Day”- December 2, 2010
 - Parents are invited to stop by and check out our Preschool, Kindergarten and Child Care Programs.
 - A postcard will be mailed on 11/26/10 to 3,550 local households with children ages 0-6 years.
 - List will be merged with lists provided by parishes.
 - Each building Principal / Administrator mailed personal invitations to the parents from our NCS parishes.
 - Discussion followed on possible telephone follow up.
 - Bulletin inserts inviting parishioners to NCS Winter Sports to include Basketball & Hockey schedules.

2011 Catholic Schools Week Activities-

- This will be discussed at the January 5, 2011 meeting.

NCS Website Revamp/Update-

- An ad hoc committee will be assembled by Kelly and Jan to develop a plan for the website. Suggestion was made to request input from Home & School committees.

Miscellaneous-Marketing/Recruitment Points of focus

- Research and determine how many Newman graduates complete their college degree in 4 years versus graduates from other schools. Use this as a marketing point.
- How can we get more parent driven recruiting?
- How do we get across that NCS is affordable and worth the investment?
- Send out press releases about events and things happening in our schools.
- How can the community identify our students???
 - At registration each student receives a NCS tee-shirt. When students do volunteer work in the community, they are asked to wear the shirts.
- How can we improve communication with current parents?
 - The middle school could send weekly e-mail bulletins or incorporate with NCHS bulletin news.
- What information can we give local business recruiters?
 - DVD with pictures of students and a voiceover about our schools.
- Add the CAPE brochure in our recruitment folders.

Action Items-

- Parent/Teacher Advisory Groups need to be assembled
 - Shelly Norman will head the NCS Middle School Group
 - Shelly will need to meet with Jan
 - The NCS Elementary Group needs someone to spearhead

Upcoming Meeting Dates for 2010-2011, all at NCS Central Office, 12:00 noon:

- **Wednesday, January 5**
- **Wednesday, February 23**
- **Wednesday, April 6**
- **May – TBD (tentative date May 4)**
- **June – TBD (tentative date June 8)**

Adjourned 2:00 p.m.



Newman Catholic Schools
Athletic Committee Meeting
Agenda

Wednesday, October 20, 2010
@ NCHS Library
6:30 pm start

2010-2011 Theme: "NCS: United Through the Spirit"

- I. **Opening Prayer (Danny)** Danny led us in prayer.
- II. **Approval of August 26, 2010 minutes (Troy)** A motion was made by and seconded.
- III. **Introductions and sign in (Troy)** In attendance: Danny Rozwadowski; Troy Brown; Paul Michlig; Dale Skrzypchak; Jan Klosinski; Tina Meyer; Chris & Anne Kalafice; Kristy Deaton; Patty David; Mike Switalski; Tracy Deaton; Doug Ross.
- IV. **Fall Sports Review (Danny/Josh)** Danny presented a recap of Fall Sports – very successful seasons in all 4 varsity sports on the high school scene. Tennis sending 5 players to state, Football advancing to the WIAA playoffs for a third straight year, Soccer undefeated and Mid State Conference champs moving along in playoffs, and Volleyball winning it's first 2 games in WIAA regional play.
- V. **Recap of NCS Athletic Committee Cookout (Troy):** Ended up with more people then signed up 14 couples who signed up to get involved. Grade school people to get involved. Thanks to the Kalafice family for donation of the food. There was a need for younger families to get involved and it worked out. Larry made a suggestion which will need administrative approval about bringing back some of the field games during home coming week and we could connect this with our second cookout. This is a very good idea to collaborate with our NCS Athletic Committee cookout. Great attendance and went through all the food. Great way to keep the younger families involved.
- V. **Gym Use Update: (Josh)** Report for the NCMS gym use: VB & Basketball – recommendation to utilize all the gyms that are available. Having Josh look at all options with St. Therese and St. Mark. Currently 7th/8th grade boys/girls games scheduled for St. Anne. 2 games at St. Matt's (December). A majority of 7th/8th grade boys/girls practice will be at St. Anne and some at St. Matt's. 5th/6th grade boys and girls will be at Holy Name or St. Michael. Cheesehead league home games will be at St. Anne/Newman. Teams will be assigned a gym to keep a consistent practice schedule. Further information and looking into more data before making a recommendation to see if there can be flexibility with coaches to add if need be. Dale mentioned timing of the day and also length of schedule for practices to look at for determining this. Various people shared input about philosophy. A recommendation was suggested to have a survey conducted for after the sports seasons for middle school. This would continue to follow what we're currently doing with high school. Jan mentioned the committee needs to present more information before we make recommendations for handbook changes. Let's conduct a survey and to collect information from parents, teachers, and coaches. Variances in other sports seasons should be looked at. Josh to take the lead on a majority of this as Middle School Athletic Director. Study to be conducted by Josh and Tina. Tina Meyer will inform Josh on all the happenings.
- VII. **Middle School Basketball Committee (Josh/Tina/Kristy Deaton)** Ad Hoc meeting held last month in September of 2010. Worked on a draft for procedures for 5th-8th grade basketball. Copies handed out. Tina summarized the main topics: Game Season; Practices; Guidelines; Looking to keep things equitable for both girls and boys. Looking at the draft and the state GNW tournaments could be considered to be apart of this agreement. Lay the ground work now for the GNW state tournament for those who have earned this right and been invited. The problem on the disclaimer on the draft: Jan mentioned that this disclaimer is coming from higher authority or higher level of governance (diocese policy). Conversation continued with different opinions and feedback. Ongoing study and once again for the Middle School Basketball Committee to look at. Troy recommendation to add on the draft with the additional

state tournament for Great Northwest Tournament. Tina did a quick overview on practices & games for each sport. Tina covered the basketball guidelines for 5-8. Larry mentioned to include the addition of policy in the NCS Handbook to be redundant and added in the 5-8 basketball guidelines.

- VIII. **Athletic Handbook Ad-Hoc Committee: Subject –Excused Absences for student athletes (Larry)** Larry mentioned to solidify the excused absences for day of or after a competition and the honesty clause on athletic code violation issues. Larry proposed the ad hoc committee to discuss these two areas. Troy Brown, Paul Michlig, Danny Rozwadowski; Tracy Deaton; and Larry Theiss to discuss. A date to be determined.
- IX. **Impact Enrollment has on NCS Athletic offerings– Long range planning (Danny/Jan/Larry)** Looking at a long range plan and how it will affect future athletic offerings. Danny mentioned that he is and has looked at cooping with other area schools such as Northland Lutheran/Wisconsin Valley Lutheran/Faith Christian Academy to name a few. Danny threw out study numbers of comparable private schools. Assumption, Columbus Catholic, McDonell Central, and Pacelli to name a few. Newman is right around the same as these schools with our 15 athletic offerings. Jan discussed enrollment numbers and right now it's at the parish level studies. Troy asked about how we can move forward from the NCS committee. Jan suggested a study for enrollment and looking at participation numbers. A group looking at data and looking at the vitality of all our sport offerings for now and for the near future. Danny is looking at a study group for future offerings. Larry, Danny, Chris Kalafice, and Kristy Deaton all volunteered for this study. Overall objective is to keep our offerings and to stay ahead of the game.
- X. **2010-11 Meeting Schedule (Troy)** Danny will look at January, March, and May for the remainder of the schedule.

Other non agenda items discussed:

Chris Kalafice: Thanks to football and looking at drawing interest in camps. Idea for certain parish nights. Promote heavily at basketball camp. Newman Catholic camps to get mailing lists to outside camps. Sunday bulletins for camps to open it up for summer and outside people. Promotion for athletic events and asking for helpers. Troy Brown, Kristy Deaton, and others to help.

- XI. **Closing Prayer (Danny)**

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| Next regular meeting: TBA – Newman High/Middle School Library |
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