



**Newman Catholic Schools
Education Commission Meeting
Minutes**

**Tuesday, May 2, 2017
St. Michael's Gathering Sp.
Called to order: 6:00 PM**

2016-2017 : "Family In Faith Through Prayer"

- I. Opening Prayer (Fr. Slowiak)
- II. Approval of February 2017 Minutes

Note: no mention of Annabelle apartments re: sale of land
Approval: Mike V., 2nd Bernie

X = present; Abs = absent; Exc = Excused

Parishes	Pastor		Parish Rep	
Holy Name	Fr. Thorn	X	Bernie Ford	X
Resurrection	Fr. Schaller	X	Steve Opatik	X
St. Anne	Fr. Burkhardt	X	Jeni Seidel	X
St. Mark	Fr. Slowiak	X	Rick Svennes	Dupl
St. Matthew	Fr. Thorn	Dupl	Vacant	
St. Michael	Fr. Schaller	Dupl	Margee McCarty	X
St. Therese	Fr. Britto	Abs	Lori Manteufel	X
NCMS Chaplain/Assoc Pastor	Fr. Thelen			
NCHS Chaplain/Assoc Pastor	Fr. Kuhn	X		
Committees			Ex-officio	
Commission Chair	Rick Svennes	X	Mike Martin, President	X
Finance Chair	Mike Vesel	X	Sarah Keene, Dir. Of Adv.	Abs
Advancement Chair	Paul David	X	T. Reichenbacher, Diocese	Abs
Athletics Chair	Mike Nowinsky	Abs	Support	
Guests			J. St. Clair, Controller	Abs
Lisa Bennett		X	S. Evers, Admin Asst	X
Scott Bennett		X	P. Thomson, HR Director	Exc
Jacci Lepak		X	M. King, Admin Asst	X
Ann McManus		X		
Terry Vechinski		X		
Dan Sullivan		X		
Tina Meyer		X		

- III. Subcommittee reports
 - a. Finance Committee- Mike Vesel
 - i. 1st Meeting: Financials- Approved for laying groundwork to pursue dollars from other Parishes that haven't provided support in the past. Total parish contribution to Newman is \$1.5 million annually. Fr. Slowiak pointed out that adding Parishes will spread the financial load rather than garnering more income dollars.
 - ii. 2nd Meeting: Budget items, changes, timing and commitment needed for consultation discussed
 - More one time costs on technology, and facility this year
 - Know more at fiscal year end where budget stands for next year

- a. Advancement Committee – Paul David
 - i. Reviewed Advancement Report
 - b. Athletics Committee- Rick Svenes for Mike Nowinsky
 - i. Reviewed Athletic Report
 - c. Facilities Committee
 - i. Kwik Trip withdrew offer on property west of Newman. Diocese will advise on how to move forward on the property.
 - ii. Quaw St. potholes in need of repair
 - iii. Gym floor volleyball post holes need repair for safety reasons
 - iv. Explore AC Unit 2nd floor for summer workers
 - v. Fr. Slowiak- Pastors talking about establishing Buildings and Grounds Committee for NCHS building. This committee would determine budget and building viability. Pastors will be discussing at future pastors meeting.
- II. Commission Reports: President’s report
- a. Reviewed report
 - i. WPCP enrollment numbers; note this year State of Wisconsin increase from 1% to 2% of area students eligible to enroll
 - Fr. Burkhardt: our budget cannot be dependent on the Choice program. Consider earmarking the monies for capital development instead of the operating budget
 - Following discussion confirmed Bishop original guidance for WPCP that funds received from this should not be utilized for our education expenses (teacher salaries, etc.)
 - ii. Calculation requests from discussion
 - Choice program is K-12 and brings in revenue of \$7500 per student
 - Can we calculate the figure: Dollars from Gov-Newman Tuition cost= How much profit per choice student?
 - Foreign exchange student profits?
 - How many of the choice students are members in the Parishes?
 - b. The Newman Endowment Committee agreed to hiring of the Director of Instruction. Contracted with Dr. Jan to write a DOI posting. The absence of a K-12 curriculum prompted the eventual approval
 - i. Target to hire by end of July
 - c. Licensed Child Care – Young Star ratings
 - i. St. Therese fell just short of 5 star rating because of education advanced degree requirements of some workers.
 - ii. St. Michael also was just short due to advanced degree requirements; we have the points to be eligible. If accredited by AdvancEd, they will automatically obtain 5 star rating.
 - iii. Waiting lists in all of classes now, considering extra class.
 - iv. Discussion of space in St. Michael and St. Therese to add additional classrooms.
 - a. What is the % of the retention of those who start at LCC?
 - v. The NCES St. Mark Home and School will incorporate St. Therese next year
 - vi. Working toward more retention
 - vii. Confirmed enrollments –handout from Patty; Tina 5 more students in 4K; St. Michael has 42 students. St. Anne expecting 200 this year. St. Mark up 10 from last year. HS numbers trend will come through 6,7,8 grade.
- III. Strategic Planning
- a. Intro to Partners in Mission (Approach/Timeline):
 - i. PIM’s representative will be Kathleen Casey. Agreed to have face to face meeting on June 6 to kick-off Strategic Planning Initiative. Rubric has been given by PIM to help us identify areas of needed planning.

- ii. Review of President's report from 2.28.17 discussing domains, committee group size, and timelines.
 - Fr. Burkhardt: Do we understand what is being asked for Strategic Planning. Our group has to settle the process of what our roles are in Strategic planning b/c this group may be asked to answer the questions to all stakeholders. Communication and process of each group must be understood.
 - b. Next Steps
 - i. Mike Martin and Rick Svenes will:
 - Consult PIM and team up to deliver explanation of Strategic planning to Education Commission
 - Prepare a rudimentary list of committees and explanation of volunteers needed & time commitment required
 - Strategic Plan target dates added to system calendar
 - Set date for August launch by June 6. Dates in place ahead of time for June meeting.
 - ii. Education Commission will review pre-materials noted above and be prepared to ask questions at the June 6 meeting
 - iii. Five areas addressed in AdvancEd accreditation report are being addressed already or will be addressed simultaneously with the Strategic Planning.
 - iv. Goal to have plan submitted to the Wausau Dean by Summer of 2018
- IV. Education Commission – Going Forward
 - a. Expectations of Education Commission member
 - b. Parish Feedback-what more can we do to direct more engagement?
 - i. Agenda and committee minutes 1 week – 10 days ahead of time to provide time to read, process and effectively contribute to meeting time. Any additions can be added at the meeting.
 - ii. Would like to be given specific tasks. Fewer items to discuss, and direction for what Pastors and Education Commission will be asked to give input.
 - c. Active Engagement
 - i. Increase meeting frequency
 - ii. Mike Martin & Rick Svenes:
 - Evaluate timing of all committee meetings to get agenda and notes to Education Commission in advance of meetings (1-2 weeks).
 - Draft Schedule for Education Commission Meetings next academic year
 - d. More volunteers with specific expertise and commitment needed.
- V. Closing Prayer (Fr. Slowiak)
 - a. Father Slowiak: Pastors have decided baccalaureate will now include prayer and Scripture. Handout given.
 - b. Baccalaureate will take place at St. Mark's this year.
- VI. Adjourned around 7:50 pm

2016-2017 Education Commission Meeting Schedule
Meetings begin at 6:00 pm at St. Michael's Gathering Space

Tuesday, September 27, 2016

Tuesday, November 29, 2016

Tuesday, February 28, 2017

Tuesday, May 2, 2017

Tuesday, June 6, 2017