

Board Chairman, Gerald Paczkowski, called the regular meeting of the Roncalli Board of Trustees to order at 6:00 pm on Wednesday, November 23, 2020 virtually.

The meeting opened with prayer led by Jerry Paczkowski.

Present:

Father Dave Beaudry  
Bill Fricke  
Sister Kay Kleckner  
Fr. Doug Le Captain  
Jerry Paczkowski  
John Stelzer

Matt Culligan  
Deacon Paul Gleichner  
Susan Koeberl  
Linda Meyer  
Joe Pozorski  
Mandy Zeman

Barbara Strawn was present at the meeting.

Absent and Excused:

Cyndi Kraemer

The minutes from the September 23, 2020 virtual meeting were approved as sent.

Roncalli Catholic Schools Audited Financial Statements:

Barbara Strawn, Roncalli Catholic Schools Director of Finance, was present at the meeting to present the results of the Audited Financial Statements ending June 30, 2020.

A motion was made and seconded to accept the Audited Financial Statements ending June 30, 2020 and June 30, 2019 as presented. The motion passed unanimously.

COMMITTEE REPORTS:

Finance:

Barbara reviewed the financial statements ending October 31, 2020.

We are in good financial standing with no outside debts.

We have a positive income due to the auction and some generous donors.

We have been notified the full amount of the Paycheck Protection Loan has been forgiven. The loan now becomes a grant. Our unexpected personnel costs are that we are paying for subs as we have teachers teaching virtually. We continue to use the funds that have been made available for those purposes. It looks like we will be in good shape at the end of the year.

We now have a policy in place to account for uncollectible accounts. That was a requirement put forth by the auditors.

Our middle and elementary schools have waiting lists for enrollment due to social distancing.

We continue to contact families who are not set up in FACTS as all families are required to have a FACTS account.

The Board thanked Barbara for everything she does on the financial end of running our school.

Development Report: Presented by John Stelzer

Included in the Board materials was the link for the admissions video that was done for the high school. We are shooting footage on Monday, November 30th at the elementary and middle school to prepare a video there as well. A virtual Art Show and Christmas Show will also be coming soon.

John reviewed the Development Report dated November 31, 2020.

We received some excellent donations recently to the Endowment Fund. The market value is up to over \$7million!

We are just beginning with our Annual Giving process that was pushed back because of the timing with the auction this year.

Education Committee: Written Report.

We are working on having a joint in-service with all the teachers in February.

The principals meet weekly and have been working on admission plans.

Mission Report: Written Report included the proposed Covenant and value statements.

Sr. Kay Klackner stated that much time was spent at the last meeting discussing the Covenant and the value statements. Board members are asked to give input to read on the proposed Covenant and value statements for approval at the January Board meeting.

Discussion was held regarding taking community out of the wording, using covenant rather than statement.

President's Report: Written Report presented by John Stelzer

Having the parent/teacher conferences held virtually seemed to have a 85-90% positive outcome. Parents liked the idea of being at home and having a scheduled time for the conference. In the future an aspect of the conferences could be done virtually.

Holy Family College Study:

As we were encouraged by the diocese, the results of the study have been shared within before sharing with the media. Overall, the Steering Committee felt it was the best decision to build a new grade school vs. renovating the Silver Lake College building.

The next plan is to meet with the parish partners to move forward with the schools and parishes working together.

Other Business: Crisis Planning/School Safety Review

One of the requirements on our checklist from the Office of School Safety is that we make sure we communicate with the Board some of the steps that we have taken as school buildings to be sure the kids are safe and we are following the recommendations. In our school Safety Plan the items that we have already provided includes:

- 1) blueprints of our building, and these also get shared with the local law enforcement
- 2) a written copy of our Safety Plan
- 3) record of our safety drills - fire drills including Hold, Secure, Lockdown, Evacuate, etc.
- 4) emergency booklet of protocols that is in each classroom and office throughout the building

5) cameras placed throughout the building - additional cameras will be added at the elementary and middle schools.

A letter will be drafted up indicating this information that will be signed by our Board leadership. The plan will be submitted prior to January 1, 2021.

We hope that we never have to deal with an emergency situation in our schools, but if we do, we want to make sure that we are well organized, that the adults are well trained, and we want to run drills so the students know we have a plan in place.

The Board suggests that we also communicate this information to our parents so they are aware of our plan for emergency situations.

Meeting adjourned at 7:15 p.m.

The next board of trustees meeting will be Wednesday, January 27, 2021 at 6:00 p.m.

Closing Prayer – John Stelzer.

Respectfully submitted,

Carolyn Anhalt  
Recording Secretary