

**St. Joseph Catholic Academy
Board of Directors Meeting
November 16, 2020
Webex**

Present: Kyle Vitkus, Sister Louise Bernier, Teresa LaMacchia, Dreu Viola, Beth Bahr, Christine Genthner, Bruce Varick, Bob Freund, Matthew Rizzo, Brock Portilia, John Moyer, John Hogan, Susie Harron, Eric Kenesie, Paul Marik, Paul Krumrie, Jean Kessler, Horace Staples, Tom Ambro, Peter Specca, Kerstin Santarelli, Mike Bain

Call to order – K. Vitkus 6:06pm

Prayer - Christine Genthner

September Board of Directors **Meeting Minutes and Consent Agenda** were reviewed and approved. Reviewed and approved motion

October Board of Directors **Meeting Minutes and Consent Agenda** were reviewed and approved. Reviewed and approved motion

October 7, 2020, Operations Committee Audit and Approval Meeting

October 13, 2020 Operations Committee Meeting Minutes

November 10, 2020 Operations Committee Meeting Minutes

Approval of ALL the above Meeting Minutes and Consent Agenda Minutes. Motion to approve, Christine Genthner, second Mike Bain. Motion Carries, no opposed

Review of Audit – P. Specca

- Operations committee approved Audit.
- Audit is now required because of Choice program. However, SJCA has been doing it much longer
- CLA reviewed accounting practices to ensure financial statements represent an accurate financial condition of SJCA.
- SJCA has a strong financial status. Pg 3, balance sheet shows a snap shot at a particular moment in time.
- 700,000 increase in asset, decrease in payables, as a result, net assets increased by 865,000.
- Pg 4 revenue equals 9.2 million, expenses decreased to 8.4 million
- 2019 and 2020, 53% of faculty salaries and 58% all salaries

Three important statements

1. Maximum invest in the product - statements reflect we have done that. Even though in the short term we may run a deficit, SJCA is still in a good position.
2. Aim to achieve positive leveraging, increase in revenues and a slight decrease in expenses
3. without positive cash flow there is not mission. 2020 - 480,000 more cash than we used. Very strong.
- 4.

Statements better than what you might have thought. Reflects 12 mos. of fiscal year, only 3 were COVID related. Virtual and Hybrid learning costs more, so expenses will increase because of this. Cleaning, upkeep, health/welfare and safety of student and staff during COVID will also create additional expenses. Contributions may be soft and tail off due to COVID as well. PPE program was of considerable help during 2020. It is unknown whether that will be available in 2021.

SJCA are good stewards of the money we receive.

Tom Ambro made some final comments. Audit presentation was the finest he has seen during his time on the board. Thank you to Peter and the team for their hard work on the Audit.

T. Ambro Motion for approval of the Audit. Mike Bain, motion to approve first, Sr. Louise Bernier, seconds the motion. Motion carries, no opposed

Recruitment Update – B. Bahr – Executive session

Moved to Executive session

COVID-19 Update – B. Freund

SJCA will be virtual starting Monday. 11/23 through 01/04/2021 (this date may change based on cases, etc.) Decision was made by leadership team, faculty, and staff. Who have been hit hard. Consideration of this move was also strongly encouraged by Kenosha Health Department on the 11/6 weekly call. Return to classrooms on 1/4/21 will depend on case numbers and recommendations.

Tom Ambro complimented Bob and the team for putting together a plan during a challenging time. Concern from parents, but the plan is good and the board as a group commends the administrative team for doing the right thing and following the mission in the best interest of everyone.

Tom Ambro motion for board vote of support SJCA to go virtual 11/23. T. Ambro, first and Mike Bain, seconds, all members approve. John Moyer, commends Administration for the decision and for going virtual.

Peter Specca asked Bruce Varick whether SJCA is within range of acceptability of what other Arch schools are doing. Bruce advised, yes, several H.S. are in discussions about this now. More and more schools are moving this way. Racine was closed by health dept. Biggest challenge, is what happens outside of the school day, that we can't control. Greatly impacts the faculty/staff and coverage for teachers is difficult.

Eric Kenesie, agrees with decision, cautions that making decision based on overall data and what is published in papers, and not using data and numbers specific to the school.

Tom Ambro, stressed the importance of the data and recommendations from Kenosha County and it does need to be part of the decision making process.

President/Principal/Director Reports

Bob Freund

- Formal Classroom observations, new teachers within last 3 years, finishing up with seasoned teachers
- Faculty/Staff at the Upper campus are up to speed re: Kenosha Catholic Schools Alliance
- 11/23, Kim Daigle presented the budget for the admin. Team
- Today, Matt and Bob, admission office had interviews with 8th graders, what they loved, intentions for H.S, enroll at SJCA H.S.
 - Any indication of how many are staying, J. Kessler. 10 so far, 9 out of 10 have St. Joe's in their future. Only 42 8th graders. Potential from All Saints hopefully will go up this year. Usually have 60 per class so imp't. to get all 42 and draw more from outside
- Sr. Louise, Horace, and Dreu Thanks for your years of service, you will be missed
- Judge Ginkowski, Pleasant Prairie, 1970 graduate, classmates, centers around Fr. 4/1967 MLK visit, something to commemorate his visit,
 - Commemorative display (most appropriate and easiest)
 - Dedication/Program, COVID would limit that, history classes review it, etc.
 - Historical plaque or marker, difficult to get done for 2021, recommend waiting until 2022

John Moyer thought it was a great idea and tying in lessons on. SR. Louise remarked this as a good marketing opportunity, and suggested a mailer announcement of some sort

Matt Rizzo

- Interviews – 1 that is not coming back, moving due to military move. All positive experience.
- Class mass with all the middle schools, student participation, went very well
- ACT Aspire interims, results and data are looking forward to analyzing the data and using the information for future instruction.

- Classroom Observations, 11 or 13 to observe, complete this week.
- Focus on Generosity this month. Highlight generosity in instruction.
- Upper Campus Virtual Middle School Open House. 15 families joined, admissions did a great job. Presentation, former students, Principal video.
 - Follow-up email with videos and presentations
- School safety. Using for radios 2 way for all teachers. Communication efforts for safety. Next purchase update and add camera monitoring system. Spend by 12/31/20

Tom commend Matt for taking safety on and following thru on this.

K. Santarelli – Mrs. Uihlein helping to update and upgrade lower campus communication tools so money from grant can focus on upper campus.

Thank you to Horace, Paul, Kenosha Police dept., first responders, for helping to keep our school safe.

Brock Portilia. Feedback outside of board member, decision to go to President/Principal model. Feedback received was concern around original communication and seemed to feel that there was a knock against Kerstin and Matt. That was not the intent. Hope Matt throws his hat it the ring.

Kerstin Santarelli

- Trying to get technology up and out the door for virtual learning
- Lower campus will receive Liz and Dick Uihlein Christmas award, money to go towards basics, reading and Math. Purchase technology that differentiates instruction based on ability level, Reading and Math.
- Observing 10 teachers, 7 new this year, 3 new from last year

Dreu, Horace, Sr. Louise, Thank you for your time on the board. Recognition at this time but due to virtual, Bob or Kyle will come individually to recognize their service and time on the board.

Thank you – K. Vitkus

Eric Kenesie – strongly recommended we hold the executive session

Executive Session (If needed) - Canceled

Adjournment by Kyle Vitkus 7:20 pm