

**Joint School Board Meeting
Desales & CFS Schools
St. Aloysius Church Basement**

Meeting Date: April 17, 2018

Meeting Time: 6:30 pm

Next Meeting Date: May 15, 2018

Next Meeting Time: 6:30 pm

Members Present:

Kathy Donovan x

Heather Engelhardt x

Amy Taylor x

Greg Schmitt x

Grant Shimek x

Shira Streeter x

Gwen Imoehl x

Kim Rothmeyer x

Sara Vagts x

Ashley Goltz x

Wendy Kuennen x

Jessica Peters x

Tami Bodensteiner x

Representatives present: Father Gross, Katie Schmitt, Kristin Kriener, Kim Hermsen

Guests present: Renae Frana, Denise Uhlenhake, Elizabeth Eversole, Mary Ann Lofte

Regular Meeting Called to Order: Kim Hermsen at 6:30pm

Opening Prayer: Led by Father Gross

Naming of the School (Father Gross)

- Father Gross met with Archbishop Jackels
- John Robbins (Archdiocesan Communications Director) will write a script & video tape Archbishop with his decision
- Video will be played at last school mass on May 25, 2018 at 10am in St. Aloysius Church
- Once name is announced, the naming committee will begin work on colors, logos, paintings, and general marketing materials.
- The new name will be used on behind the scene legal documents & financial contracts/payroll starting Jan. 1, 2019 when the new corporation is in place but won't be the official name of the school used by stakeholders until July 1, 2019.

Informational Video (Jess Peters)

- Communication
 - Allow teachers to view video prior to sharing with the public
 - Reach out to school families
 - Send via Powerschool – email and text
 - Post on school Facebook page

- Reach out to parishes and community
 - Pastors column to highlight video
 - Publish email and url in bulletin
 - Show video at the end of mass this upcoming weekend – Jess - Ossian, Amy - Spillville, Grant - Festina, Father Gross - Calmar
- Questions due back on Monday at noon
- Jess to align questions to existing subcommittee and share with the board to review
- Auto response to emails thanking individuals for their feedback
- Steering committee chairs to send a separate email inviting subcommittee members to the forum and prep meeting
 - Meet Monday, April 23 at 5:30pm, St. Al's basement.
 - Public Forum is April 24th at 6:30 p.m. at Festina Parish Hall
- Tentative Agenda and details of Forum
 - Pray, watch video, each of subcommittee groups address questions, Father facilitates

Fundraising Committee Update (Amy Taylor)

- Members of the committee
 - Jackie Becker, Marie Conway, Karla Baumler, Renae Frana, Brandi Schissel, Kristie Wiltgen, Amy Taylor
- Fundraising Committee Goals
 - Understand current fundraising efforts of both schools and scheduled upcoming activities.
 - Successfully integrate the two schools fundraising and script programs.
 - Develop a working long term model for fundraising that uses the best ideas from both schools.
 - Provide recommendations to the school board and administration on all fundraising matters.
 - Setup a system that provides clarity and long term growth opportunities for the school fundraising programs.
- Understand the support structure for fundraising today (parents-principal/admin-parish)
 - Discussed the general differences between the schools, parishes, rosary society, guild, child care center, role in supporting parish subsidy, etc
- Started to develop a list of existing activities currently within each school and the amount of money they bring in
- Next Meeting Saturday, April 28
- Kristin shared that Jill Shimek and Kathy Green need replacements
- Suggestion was brought forward to increase alumni outreach. Trinity provides a quarterly newsletter.

Finance Committee Update (Kim Rothmeyer)

- Committee was looking for clarity on a few questions. Board provided the following suggestions:
 - Being the go-to group that supports the principals every month prior to board meetings

- Run tuition scenarios
- Payroll scenarios
- Short term actions
 - Prepare 1-budget with 3-buildings versus 1-budget with 2-buildings
 - Standardize line items
 - Evaluate parish subsidies and provide recommendation
- Kim shared that attorney wants financial picture of liabilities and assets – Debbie and Heather will provide

Governance Subcommittee (Rena Frana, Denise Uhlenhake, Elizabeth Eversole, Mary Lofte)

- Discussion held regarding how the two boards are able to meet and vote on items for the new school. Kim Hermsen shared that the joint board is working together under the direction of Father as the governing body of both individual entities
- Identified that a newer version of the constitution needs to be used
- Shared a recommendation for how the boards could transition into the new school board. Updated sheet has been included at the bottom of the notes.
- Recommended two of the parish subsidy models. Documents also included in these notes.
- **Majority vote carried for a new board to have 2 Members from Each Parish**
- **Majority vote carried for the Transition Board to take effect July 1, 2018. Would include an election from a new board member from Festina and Spillville.**
- **Majority vote carried for the New Board to start January 1, 2019. Decision amongst DeSales board who will carry the terms between Sara/Ashley and Gwen/Jess**
- **Majority vote carried for the plan as presented in the updated chart below as the means to transition from 13 board members to 8 for the new school**

Articles of Incorporation

- Fr. Gross and Kim Hermsen continue to work with attorney and auditor to confirm January 1, 2019 date

Academic Excellence Committee (Katie Schmitt & Kristin Kriener)

- Provided an updated configuration sheet with the 5 Building Configurations with only scenarios that don't duplicate grades in two locations. This chart includes both 2 and 3 building options.
- Discussed the need for board to decide on building configuration by Sept/Oct 2018 so that the budget can be finalized in Nov/December (financial review of each option, stakeholder input, etc.)

Tentative Agenda for next joint board meeting

Follow-up on forum
Building configuration options
Communication – Next Steps
Update from Finance Committee
Update from Fundraising Committee
Schedule June Meeting

Adjournment: 8:41pm

Prayer (Father Gross)

School Board/Transitional Board

Two entities will remain until January 1, 2019 when the two become one legal entity. Thus there is a need for each current school to maintain a board as well as having a transitional board which will

be the board governing the formation of the new school. The new school will become a legal entity on January 1, 2019 at which time it will need its own board.

CFS Board - CFS is represented by 2 members from each of its 3 parishes. May 2018 a member from Festina (Shira Streeter) and a member from Spillville (Kathy Donovan) have terms expiring. The elections for these 2 board positions will be filled as usual. The CFS Board will then continue with its current terms. This board will continue governing the existing CFS.

DeSales Board - DeSales has 7 representatives. Three of these expire in 2018, those will not be filled. DeSales will NOT have any elections this year (2018) which will leave a board of four. The four remaining board members will continue governing the existing DeSales School until January 1. (There may need to be a vote to change any existing bylaws regarding representation for this board.)

Transitional Board - This board will be in position from July 1 - January 1. The Transitional Board will govern the decisions being made for the new school entity. The Transitional Board will consist of the 6 members of the CFS Board and the 4 members from the DeSales Board. However, each parish will only have 2 votes - thus DeSales will have 4 voices but only 2 votes may be cast.

New School Board - will be a continuation of the transitional board with the exception of the DeSales representation. As of January 1 2019 DeSales will need to determine which 2 of its 4 members will continue to serve on the new School Board.

The rotation will remain as it currently does with the exception of DeSales which will have elections in 2019, 2021, 2022, 2024, and 2025, etc. Refer to spreadsheet developed to illustrate this. The School Board will remain an elected board.

| | | | | | | | | | | | |
|----------------|-------------|-------------|----------------|--------------|-------------|----------------|--------------|-------------|----------------|--|----------------------------|
| | | | | | | | | | | | |
| PRESENT | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | | Election for 3 year terms |
| | <i>F/S</i> | <i>C</i> | <i>F/S/C/O</i> | <i>F/S/O</i> | <i>C</i> | <i>F/S/C/O</i> | <i>F/S/O</i> | <i>C</i> | <i>F/S/C/O</i> | | Current members rotate off |

| | | | | | | | | | | |
|-----------------------|---|---|---|---|---|---|---|---|---|--|
| GRANT SHIMEK | | | F | | | F | | | F | Current Boards: 2018 |
| SHIRA STREETER | F | | | F | | | F | | | CFS - election as usual (Festina & Spillville) |
| | | | | | | | | | | DeSales - no election - reduce 7 to 4 |
| KATHY DONOVAN | S | | | S | | | S | | | Transitional Board: July - January |
| AMY TAYLOR | | | S | | | S | | | S | 2 Calmar - same as CFS Board |
| | | | | | | | | | | 2 Festina - same as CFS Board |
| HEATHER ENGELHARDT | | C | | | C | | | C | | 2 Spillville - same as CFS Board |
| GREG SCHMITT | | | C | | | C | | | C | 4 Ossian - same as DeSales Board |
| | | | | | | | | | | (4) but <u>only 2 votes</u> may be cast |
| DeSale:Ashley/Sara | | O | | | O | | | O | | New School Board (January 2019) |
| DeSales: Gwen/Jess | | | | O | | | O | | | 2 Calmar - continuation of CFS Board Rep |
| | | | | | | | | | | 2 Festina - continuation of CFS Board Rep |
| | | | | | | | | | | Spillville - 2 continuation of CFS Board Rep |
| | | | | | | | | | | Ossian - selection of 2 from DeSales Board Rep |

School System Support Formula - Proposal for Model V

Model V. From support guide: On the surface, the formula considers many factors but little judgment with regard to weighting. It intends to somewhat reflect the ability to pay, but does not wish to judge between the relative advantages and disadvantages of adjusted income and envelope holders \$75+. The same can be said about the judgment between potential and actual enrollment. The formula severely minimizes the debt factor.

| <i>17-18 School Assessments</i> | <i>Calmar</i> | <i>Festina</i> | <i>Ossian</i> | <i>Spillville</i> |
|---------------------------------|---------------|----------------|---------------|-------------------|
| <i>Current 12 mo. Payments:</i> | \$11,518.00 | \$5,675.50 | \$13,000.00 | \$9,554.50 |
| <i>Annual:</i> | \$138,216.00 | \$68,106.00 | \$156,000.00 | \$114,654.00 |

| Model V | 29% | 14% | 34% | 23% | 100% |
|---------------------------|--------------------|-------------------|--------------------|-------------------|--------------------|
| Adjusted Income 25% | \$33,492.87 | \$16,184.23 | \$36,889.62 | \$32,677.28 | \$119,244.00 |
| Envelope Holder +\$76 25% | \$32,207.79 | \$16,542.52 | \$39,163.16 | \$31,330.53 | \$119,244.00 |
| Actual Enrollment 25% | \$33,123.33 | \$18,107.42 | \$47,697.60 | \$20,315.64 | \$119,244.00 |
| Potential Enrollment 25% | \$40,173.11 | \$15,782.29 | \$37,622.44 | \$25,666.16 | \$119,244.00 |
| Parish Total | \$138,997.10 | \$66,616.46 | \$161,372.82 | \$109,989.61 | \$476,976.00 |
| 12 month split | \$11,583.09 | \$5,551.37 | \$13,447.74 | \$9,165.80 | \$39,748.00 |

- Model v allows all individuals of a parish to support the ministry of a school at the rate of 25%, allowing flexibility in supporting other lay ministries or parishioners goals for building, services and development
- Model v allows the parishioners that give \$76+ to be weighted at only 25%, this allows for freedom of funding for debt service
- Model v allows the parishioners that give less than \$75 to be weighted at 25% in the actual assessment, this will alleviate the strain of the people that refuse to give more than they have to because of various reasonings (don't want to give to school, don't want the arch skimming intended school funds, etc.)
- Model v allows the weighting of potential student enrollment at 25%, this lessens the effect of public school enrollment or for families to enroll out of parish funded schools (festina/ossian for example)
- To the means of difference of comparing model II and model v it comes down to adding in the factor of actual enrollment; this measure plays an important factor in my mind as we have a perceived aging population and lower recruitment, to highlight the total population of that parish allows the dispersal of funding to all of the parish not just the annual donors more than \$75. This is the skin in the game factor, all have a stake in the financial success of the school funding, yet there should be funds left over for other activities or efforts of the individual societies or lay groups in the parish to support.
- Under model v parishes that have larger population help carry a larger burden of the cost of facilitating the subsidy of parish support towards the school operational costs

School System Support Formula - Proposal for Model II

The Governance Committee has been working to study and recommend a support formula which will determine what percentage of the total school budget will be financed by each parish. Our goal as a committee is to come up with a solution which is fair and equitable to each parish based on the models and Formula Guide provided. The group has narrowed down its choices to two at this time,

deferring to the joint school boards to select what they feel is the best choice for our parishes. It is recommended that the support model be reviewed again in five years' time.

The support model itself is generated from statistics over a three year period which are reported annually by each parish to the Archdiocese. These statistics will be updated in the support formula annually.

One question which arose was in regard to reporting students from one parish who attend another Catholic School (i.e. Festina children attending De Sales) and how that might affect the calculations.

Each annual Parish Status Report includes the number of youth from their parish who attend either a Catholic School or a Religious Ed program. Each parish reports *only* the number of children who are members of *that parish*. In other words, for example, Festina children attending De Sales Catholic School are reported in Festina's Status Report and not in Ossian's.

After studying and reviewing the content of the Inter-Parish Support Formula Guide, I invite you to consider **Model II** as a potential solution to our parishes' financial support of our new school.

For comparison, here are the current year assessments and monthly parish subsidy payments:

| <i>17-18 School Assessments</i> | <i>Calmar</i> | <i>Festina</i> | <i>Ossian</i> | <i>Spillville</i> |
|---------------------------------|---------------|----------------|---------------|-------------------|
| Current 12 mo. Payments: | \$11,518.00 | \$5,675.50 | \$13,000.00 | \$9,554.50 |
| <i>Annual:</i> | \$138,216.00 | \$68,106.00 | \$156,000.00 | \$114,654.00 |
| Parish Support | Comb. Total | CFS | De Sales | |
| 2017-18 Budgeted Amount: | \$476,976 | 320,976.00 | \$156,000 | |

Below are calculations for Model II

| | <i>Calmar</i> | <i>Festina</i> | <i>Ossian</i> | <i>Spillville</i> | <i>Totals</i> |
|-----------------------------|---------------|----------------|---------------|-------------------|----------------|
| Model II | 29.5% | 13.5% | 32% | 25% | 100% |
| Adjusted Income 33.3% | \$44,746.48 | \$21,622.13 | \$49,284.53 | \$43,656.85 | \$159,309.98 |
| Envelope Holder +\$76 33.3% | \$43,029.60 | \$22,100.81 | \$52,321.99 | \$41,857.59 | \$159,309.98 |
| Potential Enrollment 33.3% | \$53,671.28 | \$21,085.14 | \$50,263.58 | \$34,289.98 | \$159,309.98 |
| Parish Total | \$141,447.36 | \$64,808.08 | \$151,870.10 | \$119,804.42 | \$477,929.95 * |
| 12 month split | \$11,787.28 | \$5,400.67 | \$12,655.84 | \$9,983.70 | \$39,827.50 |

Model II. From Support Guide: This also emphasizes the ability to pay and provide an opportunity to participate in the program. It strongly reflects the Gospel theme of justice and charity by minimizing the impact of "If you can't pay, you can't participate". Compared to Model I, it reduces the impact of the debt factor.

- When comparing current monthly parish subsidies to those proposed in Model II, you will see that the amounts come very close to the current budgeted amounts.
- Model II gives consideration to adjusted income, which reflects actual contributions of the people, and which should also reflect their ability to provide support.
- It also gives weight to only those parish members who contribute more than \$75 to the church per year--those who are financially supporting the church, at least minimally. As parish communities, we thereby help support and encourage families in the education and Catholic formation of their children.
- This model gives consideration to potential enrollment, which includes all those from each parish who could possibly attend K-8 classes at our Catholic schools. This component provides the opportunity, encourages participation in our educational programs, and offers the opportunity for broader development.

- Those who cannot pay are offered an opportunity under “potential enrollment.” Also, additional family support is provided through STO, minority grants, endowment funds, and the development of local scholarships from savings
- It strongly reflects the Gospel theme of justice and charity by minimizing the impact of “If you can’t pay, you can’t participate.”

Ultimately, I have every confidence in whatever solution the Board finds best and fully support their decision. We have so much potential for educational growth and excellence, and I look forward to the opportunities our new school will provide to the children of our communities!

Denise Uhlenhake