

St. Pius X Board of Total Catholic Education

Unofficial Minutes - January 17, 2006

7:00 PM

Parish Meeting Room

- I. The meeting was opened with a prayer. Board members present: Dan Ryan, Jack Kaelin, Carrie Schuler, Peggy Clark, Mary Jo Bowman, Janet Cropper, Jim Rennekamp, Father Wehage, Erin McGeever, Betty Trenkamp, Tim Gleason, Kathy Voorhees, Krista Wilmink, Amy Neltner, and Patty Wolff.
- II. November 2005 minutes were approved with one correction – Peggy Clark 1st, Mary Jo Bowman 2nd.
- III. Reports:
 - A. Pastor – Father reminded the committee that March 1st is Ash Wednesday. He also informed the group that he is on a committee with several other priests who meet with the Diocesan Board of Education to review their tuition recommendation. The meeting is to be held on the Monday following the BOTCE meeting. After the meeting Father will be able to give an estimate to Miss Trenkamp.
 - B. Parish Council – Jenny Clark will now be updating the parish website. PC may revamp the bulletin.
 - C. DRE – See Attachment I for notes provided by Miss McGeever who also asked for suggestions for Adult Faith Formation topics. Members are to e-mail suggestions before the 25th.
 - D. Principal –
 - See Attachment II for notes provided by Miss Trenkamp.
 - Diane Raker attended the meeting on behalf of Miss Trenkamp.
 - A request was made to change the label on the “former fish” bulletin board to make clear that it specifically recognizes graduates of SPX rather than parishioners in general.
 - Discussion of new nametags – BOTCE members felt that pre-notification of the change could have prevented most of the negative reactions.
- IV. New Business:
 - A. Dan Ryan stated that the Development Committee (DC) is a standing committee, supported by all the major organizations, that “falls under BOTCE”. It is a work in progress with growing pains that are being corrected. The DC will not be bogged down by having to put everything they do through BOTCE. Peggy Clark asked for clarification. Father Wehage explained the history of the formation of the DC and stated that its primary purpose is to advance the cause and aims of the parish and to find ways to foster positive perceptions. Patty Wolff asked DC to provide a written list of

its activities and to provide regular updates. In that way, BOTCE will be aware of DC's work if asked by parishioners. Miss Trenkamp explained that while fund raising is part of DC's purpose, that function was temporarily put on hold while other areas were pursued. For example, a new school brochure was created and teachers and parents were surveyed.

- B. The role of BOTCE was clarified. It is a policy making board that can also offer advice to the Principal and DRE. It also has input into the Principal and DRE assessments and makes contract renewal recommendations for those positions. BOTCE goals were discussed in light of the above clarification (i.e. within the by-laws) and each sub-committee's goals were reviewed vs. the by-laws. See Committee Updates for details.
- C. Committee Updates
 - i. Finance – Miss McGeever will share her budget (sans salary information) with the Finance committee and a BOTCE Finance Committee (FC) representative before it is finalized. The BOTCE FC also reviews the school budget before it is finalized. BOTCE was notified of a possible fundraiser with the National Order of Forresters. PC finance updates were shared.
 - ii. Academic & Catechist (A&C) – BOTCE by-laws pertaining to A&C were reviewed. Out-of-date policies continue to be revised by A&C and reviewed and approved by BOTCE. Policy 203 was approved, Policies 402, 403 and 406 were signed. Policy 405.5 had its second reading.
 - iii. Public Relations (PR) – By-laws were reviewed. It was recognized that PR has some overlap with DC, but covers all forms of parish education. DC works for the school only.
 - iv. School Planning (SP) – The history of the committee and the pertinent by-laws were reviewed. A suggestion was made to drop the word school from the committee name in order to better represent its role. This change will be taken up at a future meeting as it would be a change to the by-laws. SP will review a draft of the DC 5 year plan before it is finalized/published. SP will work on the two topics that were suggested in the November meeting (Honor Roll and Teacher conferences.)
 - v. Executive Committee (EC) – sets the agenda the week before each BOTCE meeting.
 - vi. Development Committee – A DC report will be added to the agenda following the Principal's report. DC members will attend BOTCE meetings on a temporary basis while a better level of communication is being established. The suggestion to add DC to BOTCE by-laws has been tabled for the time being.
- V. Mary Jo Bowman, as part of PR, contacted 5 families whose children did not return to St. Pius X school in '05/06. Results were shared with BOTCE. As the data contained many verbatims, the actual results are confidential. PR will also survey families whose re-registration form states that their children will not return

- next year. Miss Trenkamp added that 9 new children have been added since Christmas.
- VI. Family Nights – Miss McGeever requested guidance regarding the number of parents who are dropping their children off at Family Night rather than staying to participate. BOTCE members will help out at the next couple of Family Nights.
 - VII. Subcommittee membership – Patty Wolff was asked to resend the sub-committee list so that each committee is aware of each other’s membership. The list can be found in Attachment III.
 - VIII. Upcoming Deliverables:
 - A. January 2006 – input due to Finance committee for 06/07 tuition (requires diocesan budget figures).
 - B. February 200 – Scholarship nominations are due.
 - C. Ongoing – A&C to stay on task with Principal and DRE assessments.
- VII. The meeting was closed with a prayer.

Next BOTCE Meeting:

February 21, 2006, 7:00 pm, Parish Meeting Room K.

Respectfully submitted, Patty Wolff

Attachment I

Attachment II

Attachment III

BOTCE Subcommittee Membership:

Finance

Janet Cropper
Jan Hanser
Jim Rennekamp

Public Relations

Mary Jo Bowman
Carrie Schuler
Jim Rennekamp

School Planning

Jack Kaelin
Mary Jo Bowman
Patty Wolff

Academic

Jan Hanser
Peggy Clark
Janet Cropper