

BOARD MEETING MINUTES
STELLA MARIS ACADEMY
Stella Maris Academy High School Campus
December 2, 2021

Present: Fr. Seth Gogolin (Chair), Fr. Tony Wroblewski, Sr. Kathleen Del Monte, Fr. Jim Bissonette, John Kenney, Nick Minardi, Margaret Romano, Karen Newstrom, Fr. Rich Kunst, Andrew Hilliker (President, *ex officio*), Cynthia Zook (Director of Schools, *ex officio*), Bob Lisi (via phone)

Absent: Paul Fitzgerald

Opened at 3:25 PM with prayer.

Agenda approved as amended.

Approval of minutes from November 4, 2021: Moved by Margaret, seconded, and carried.

Mission Moments:

The Christmas City of the North parade was a beautiful event with an exceptional SMA float.

President's Report:

- High school planning has focused on the building and how to go forward with remodeling to attain usable spaces for next year in consultation with architects and contractors. An open house is planned for December 16. There is enough interest to offer tenth grade as well as ninth next year.
- COVID activity increased at all three campuses prior to Thanksgiving, but is once again declining.
- Professional participations and community connections include:
 - Youth Theology Institution luncheon at CSS
 - A walkthrough of the property with MacNeill Environmental and Safety to identify any concerns
 - Hosting a diocesan principal meeting at the high school campus
 - Consulting with ICLE
- The need to communicate with families in emergencies is being addressed through School Messenger
- Some EANS claims have been submitted and reimbursements expected within six weeks. The remainder will be submitted within three weeks.

Department Updates:

- **Principals** are working on ICLE and curriculum. The first term is ending. Parent Aware accreditation requirements are being met at the St. James campus, with the Holy Rosary campus expecting approval by March. The Family Association is planning Advent and Christmas events and renewing SCRIP.

- **Business office** is up to date on accounts payable and receivable, general ledger and monthly financial statements. Focus continues to be on technology support.
- **Facilities:** A facility manager has been hired for the high school while supporting other campuses. A new maintenance worker has joined the St. John's campus.
- **Marketing and Communications:** Recruitment is undergoing for an intern to fill in for the current director, who will take maternity leave this month. Various marketing campaigns are planned for 2022.
- **Faith Formation:** Advent activities include retreats for middle school students, as well as opportunities for families. A Theology of the Body retreat for students is also being planned.
- **Admissions and Enrollment:** Current enrollment is 529 students. Inquiries are coming in for the high school as well as PreK and kindergarten for next year.

High School Committee:

The curriculum requirements for graduation are proposed, with a final total of 24 credits: English literature-4 credits; history-4 credits; theology-4 credits; language-2 credits; math-3 credits; science-3 credits, fine arts-1 credit; PE- 1 credit; and electives-2 credits.

Motion to approve the course requirements as presented. Moved by Fr. Tony Wroblewski, seconded and carried.

Athletics:

The committee recommends pursuing full membership in the Minnesota High School League. Lakeview Christian Academy is interested in a cooperative arrangement; Marshall will drop any involvement with our addition of the high school.

Motion to pursue full membership in the MHSL. Moved by Fr. Tony Wroblewski, seconded and carried.

Finance Committee:

Funds have been moved to Schwab. Investments are down due to the market decline. The Bishop's Dinner generated \$97,000. Donations to the Schulze Family Foundation has reached the goal for one grant, and it is likely that the other grant will reach its goal.

Facilities:

Moved to the working session.

Nominating:

A potential nominee was identified, but after some contemplation has declined. The committee will meet soon to identify other possible candidates.

Development and Marketing:

Next week an interview is scheduled for the open position. An application has been submitted to CREED for funds to allow a committee member to attend an upcoming meeting.

Moved to work session at 4:22 PM.

Respectfully submitted,
Karen Newstrom
Secretary