

**BOARD MEETING MINUTES**  
**STELLA MARIS ACADEMY**  
**Stella Maris Academy High School Campus**  
**March 3, 2022**

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

**Absent:** Margaret Romano, Paul Fitzgerald

**Guests:** Melissa Swor

**Opened at 3:00 PM with prayer.**

**Mission Moments:**

- The Proctor Athletic Director expressed how impressed he is by the character of the Stella Maris students participating in Proctor sports teams.
- The Handmaids of Jesus are excited at the prospect of having some involvement with the high school students next year.

**Public Comment:**

A parent voiced concern at the splitting of one principal between the two eastern campuses, along with a hope to expand after-school care to extracurricular activities. She appealed to find the resources for student support aids.

**Approval of Agenda** moved by Fr. Tony Wroblewski, seconded and carried.

**Approval of Minutes** moved by Tony Wroblewski, seconded and carried.

**President's Update:**

- **High School Planning:**
  - Building/Facilities: Recommendations are being finalized to be shared at an upcoming meeting between the and subcontractors. Water flow needs to be improved to meet code for fire suppression. Dee Anderson has been out boarded as a consultant and partner for interior design and finishing of the project
  - Funding: Hilaire Hauer has been hired as Capital Campaign Coordinator, with marketing material production underway. North Shore Bank is underwriting proposals for funding of the renovations.
  - High school enrollment is currently at nine students for ninth grade. Up to thirty other students are awaiting word on extracurricular activities. Open House will be April 5.
  - Extracurricular activities are expected to include both those in cooperation with other schools and independent.

- **COVID Update:** Numbers continue to decrease with all campuses at a Level 1 or 2.
- **Professional Participations and Community Connections:** Completed participation in the interviewing and hiring of MNSAA's new Executive Director. Volunteer groups were hosted at SMA during winter break.
- **Stellabration** will be held May 20 in the high school gym and outdoor space.
- **Countdown to Kindergarten** was held at both Holy Rosary and St. James campuses in February with strong attendance.
- **CUF Raffle** raised nearly \$62,000, exceeding the budgeted expectation of \$45,120.
- **CREED Awards** were received to enable attendance at the ICLE Leaders Conference and Partners in Mission School Advancement Program for several employees and clergy.
- **Last day of school** has been moved to Wednesday, June 8.

#### **Department Updates:**

- **Principals:** March 11 is the end of the second trimester. Phy Ed and music will begin alternating days then. The Schulze Foundation grant will allow support of NWEA PD.
- **Business Office:** January month ends and projections are completed. The budget for next year is being drafted.
- **Marketing/Communications:** Rebranding of the website and digital marketing to include the high school is being coordinated with the marketing firm. Along with a direct mailer.
- **Faith Formation** is planning a Theology of the Body retreat for middle school students in April, and organizing a Catechetical Formation day for faculty and staff in March.
- **Admissions and Enrollment** will host PreK Open houses in the coming weeks. The Stellabration Planning Committee is being formed, comprised of volunteers. Numbers of enrolled students include a present total of 529, with a next years current incoming at 545.
- **Summer Program:** A handout detailing the proposed summer program was shared. The expenses are about \$97,000, with a projected revenue of \$110,00.

**Motion to create a summer PreK-3 program for 2022 as proposed moved by Nick Minardi, seconded and carried.**

**High School Committee:** Update on extracurriculars will occur during the work session.

**Nominating Committee:** Andrew Busam and Joe Gerard have been recommended to the Bishop, with anticipated appointment to the board by the next meeting.

**Policy/Planning:** The high school will be incorporated into the current PreK-8 handbook, which should be ready by the school year's end.

**Finance:** Updates to the submitted written report are moved to the work session.

**Move to work session at 3:53 PM.**

Respectfully submitted,  
Karen Newstrom  
Secretary