

Members Present: S. Mueller, R. Hajlo, D. Keyes, A. Galati, M. Stiles

Members Absent: N. Donnay, K. Denzer, A. Melendres, C. Norman

Ex-officio Members Present: J. Gutierrez, K. Gutierrez

Call to Order

R. Hajlo called the meeting to order at 6:01PM.

Consent Agenda – J. Gutierrez

Board minutes from the October 29, 2022 Board Retreat and the Executive Director’s Report.

- Motion to Approve: A. Galati
- Second: M. Stiles
- Approved: All

4A - Activities Report - K. Seim

1. Shared the Fall Activities Report.
 - a. Explained how cooperative teams work.
 - b. Our cooperative football team is composed of students from seven (7) different schools.
 - c. Reviewed the highlights from the fall season.
 - d. Excellent participation numbers
 - e. Winter sports season has begun.
 - f. Already planning for the spring season.
 - g. We are currently fully staffed with coaches and advisors.
 - h. Proceeding with parent/student survey for those who were involved in the fall sports teams.
 - i. New sport: Boys Lacrosse Team - will begin with a JV team this year.

4B - World’s Best Workforce - D. Thompson

- Motion to approve: S. Mueller
- Second: M. Stiles
- Approved: All

4C - SCPA Foundation Update - J. Gutierrez

1. We are currently in the middle of the Give to the Max campaign.
2. The Prep Gala is scheduled for Feb. 11, 2023.
3. Sarah Garceau, Development Director, is working hard on the Foundation initiatives and has had a great school presence.
4. We have currently have raised \$20,000. The goal is \$60,000.
 - a. S. Mueller suggested tapping into alumni parents through emails.
5. SCPA Endowment Fund - K. Gutierrez and J. Gutierrez are working toward building relationships with potential donors.

4D - First Quarter Financial Review - K. Gutierrez

1. Reviewed July 1st through September 30, 2022 financials.
 - Motion to approve: A. Galati
 - Second: M. Stiles
 - Approved: All

4E - Succession Planning - Introduction of Sample Agreement and Job Description

1. J. Gutierrez: Some sample agreements and contracts were briefly noted.
2. Continue to gather details on job descriptions for Executive Director of Finance and Operations and Executive Director.

Adjournment:

- Motion to adjourn: A. Galati 7:13 PM
- Second: M. Stiles
- Approved: All

Respectfully Submitted by A. Galati
St. Croix Preparatory Academy Board Clerk