

SMCS Board of Trustees' Meeting
 Wednesday, April 22nd, 2020 - 6:30 p.m.

Attendance:

Pat Batey *	V	Kathleen Healy-Osland	V	Fr. Paul Paider	E
Fr. Dennis Bergsbaken	E	Terry Jack	V	Natalie Ripley	V
Kristen Bergstrom	V	Phillip Kerwin	V	Brian Rosiejka	V
Bill Bittner	V	Fr. Robert Kollath	V	Ron Schreier	V
Dave DeWitt	V	Mary Krueger	V	Paul Seveska	V
Dan Engelhard	V	Kim Massey		Ron Steffens	V
Helen Englebert *	V	Steve Pable	V	Lori Vegso	V

P for Present, V for present by electronic means, E for Excused -- * Means non-voting member

Guests: Kelly Beisenstein-Weiss, Jamie Frink

Meeting began at 6:34 p.m.

Opening Prayer Mr. Bittner led the group in opening prayer.

Mission Statement and School Vision: To aid in the Board discussions, the meeting started with a reference to the Mission Statement and School Vision.

Mission Statement: “Preparing and inspiring students to lead meaningful lives, rooted in the teachings of Christ and our Catholic tradition.”

School Vision “To be celebrated as the school system where students discover and develop their God-given talents and experience success through learning, faith and service.”

No one asked to speak at open forum.

Motion for Meeting to be Held via Teleconference.

Motion made to allow the April meeting of the SMCS Board of Trustees be conducted via teleconference notwithstanding any provisions to the contrary contained in the Constitution or any By-Laws due to the extraordinary circumstances presented by the Covid 19 outbreak. Motion to approve by Mr. Kerwin. Motion seconded by Mr. Schreier. Motion passed unanimously.

Consent Agenda: The following items were circulated prior to the meeting and were included in the consent agenda.

- Minutes of April 3rd, 2020 Executive Committee Meeting
- Minutes of March 19th, 2020 Board of Trustees Meeting
- Minutes of Buildings and Grounds Committee April Meeting
- Minutes of Fund Development Committee April Meeting

Motion to approve by Mr. Schrier, Motion seconded by Mr. Bittner. Motion passed unanimously.

President's Report:

Ms. Englebert discussed the following items from the President's Report.

CARES/PPP LOAN – \$970,000 loan was received as part of the Payroll Protection Program (“PPP”). That money covers primarily payroll and some other expenses. The System needs to keep payroll intact in order to be eligible to convert this loan into grant. Getting this loan/grant was very important to the financial well-being of the System but there are still going to be some challenges. The System is still figuring out what is and isn't covered, what revenue streams are being lost, etc. This does give the System breathing room but it is not a cure all. Mr. Jack asked about what streams of revenue are still coming in and what aren't. Streams were consistent through March. Unknown about what will happen in April through June. Afterschool care providers are still being paid but there is no income from the program. That is approximately \$50,000. Food service is similar. Workers are still being paid but the income stream has halted. Anticipating that fundraisers will be down significantly. Anticipating increased need for tuition assistance. Also, the parish subsidies may be down as well. Hoping to run business as planned for the next month and then see what happens. Up to 25% of loan/grant can go towards non-payroll expenses. Mr. Bittner asked if the staff has been informed. Mrs. Englebert said they have kept staff informed on a three-week looking forward basis. Last communication was that the staff would be kept whole until April 30th. Next communication going out this week will tell people that they are covered through the end of the current school year. By the terms of the loan/grant the System can still hire people but would be unnecessary to lay them off as it may affect eligibility. Focus is now on hiring for next year. Contracts are out. Teachers have until May 15th to return. Ms. Frink said the loan looks at the 8-week period that began last week. The System will need to look at the overall financial condition of both school and parishes after the situation becomes clearer and if there is some surplus it can figure out where it should go between parishes and schools and families. Ms. Frink said that will be discussed at next finance committee meeting.

ZEPHYRFEST FUNDRAISER

Ms. Englebert, Mr. Bittner and Dr. DeWitt talked about virtual Zephyrfest. About a week ago it was decided to keep it on May 2nd and do it virtually. No fee to register. Sign up to bid, raffle, etc. Different activities going on through the night. The raffles are behind and need a push. The positive aspect is that a new model for this year's Zephyrfest was already in the works. The new model stresses upfront sponsorships and those sponsorships will keep us in good stead. Generally, the new model will be easier to transition to a virtual model but big challenges still exist. Suggestions were made to how to get the information out for virtual Zephyrfest.

The Annual Fund is behind. CoVid19 interfered with a planned phone campaign. Annual Fund drive will tie into teacher appreciation week.

ENROLLMENT -- 864 students currently enrolled for next year. May be a little ahead of a year ago. One concern is the international student program. That is \$100,000 lost. School choice application period was extended a month. The System had over 180 applications for School Choice. Some may not be qualified, and some may be dual enrolled. This was at the earlier April 16th deadline. With the extension, the System will continue to take applications and promote program. There is 100 % retention of St. Mary and St. Gabriel 5th grade students going to the Middle School and all but 5 students from St. Margaret Mary 5th grade are also going to the Middle School. Retention from the Middle School to the High School is also strong. Retention from the 4K programs to Kindergarten is not great. Part of issue is the program is so strong and flexible that families are using it for that reason with little intention of staying. Father Kollath asked about international student projections. We had 9 international and 3 global Outreach Students. Not sure we will get any of them. Fall is unlikely, second semester there may be some. The System will get us matching conversion rates for previous years.

SYSTEM OUTREACH -- The administrative assistants and Ms. Beisenstein-Weiss reached out to all our System families before Easter and that was very well received.

ACADEMIC

Mr. Batey talked about the load. When something is new there is a lot of uncertainty. As this stay-at-home protocol has been extended the teachers have been talking about keeping the learning going while being cognizant of the emotional and physical challenges presented by the length of the quarantine. Hours of instruction and required testing have now been officially resolved. Both have been waived. The focus of the academic staff is how to get to the end of year and how to handle special May events like award ceremonies, graduations, recognitions, concerts, etc. Graduation has been postponed with thoughts of doing it later in summer. Patty Fouts has been meeting with both a student and parent committee to see what is important to them. The class of 2020 will also be the honored class of Homecoming 2020. Mr. Schreier suggested that we also start looking about setting up/preparing for next school year. Mr. Batey said that they are working on a packet to take home for summer for elementary school students.

Dr. DeWitt asked about how we will be grading and is pass/fail being considered. They are looking to be fair and not let anyone be disadvantaged because of the situations. The elementary school will definitely change its feedback mechanism. Concerns about pass/fail revolve around concerns with fail option.

Mr. Rosiejka reiterated the excellent job done in this transition and commended particularly Mrs. Fouts.

School is looking at bringing mass to the students. The Campus Minister Ziggy has done an amazing job.

Ms. Bergstrom has been asked to share that the school has thought about a drive-up graduation type of thing. They are looking at the drive-in theater in Freedom. Mr. Batey said that they have been discussing how it would work at all three levels. Ms. Bergstrom asked was Ziggy extended a full-time contract. He is not a contract employee but the intent is to try and have him working

full-time next year. Paul Seveska asked about impediments to full-time. Pat Batey said he is not aware of any impediment. It is a budget question for next year.

Committee Status:

Athletics (Terry Jack)

The System is looking for a new varsity basketball coach.

Buildings & Grounds (Ron Steffen)

The new track was discussed. Webcam livestreaming the process. Proximity to baseball field raises an issue. Consensus is that the foul ball nets need to be extended to protect people on track. Estimated cost is \$40,000. Behind home plate and along foul lines. Behind home plate is the key.

Catholic Identity (Natalie Ripley)

Governance (Phillip Kerwin)

Executive (Kathleen Healy-Osland)

Finance (Kristen Bergstrom)

Fund Development (Bill Bittner)

Marketing (Lori Vegso)

Technology (Phillip Kerwin)

Strategic Plan/Task Force Status:

Parish Subsidy Discussion:

Strategic Task Force – Recruitment (Ms. Vegso).

Strategic Task Force – Financial Stability.

Strategic Task Force - Academic Excellence (Ms. Bergstrom).

Strategic Task Force - Community and Continuity (Ms. Bergstrom).

New Business:

Parishes are meeting and talking about shared services

A question from a third party was mentioned. Does having Parish Leaders on both Boards create a conflict of interest. In practical terms, there are only two of those people who are actually attending. As an advisory board, what works best? We need spiritual leadership at the Board. We want these connections. This matter will be addressed more thoroughly in the future.

Old Business:

- Question about hiring of superintendent. We will have to move forward with Zoom interviews. We have 19 applications. We will review the applications and move forward. We cannot wait any longer.
- Revisited the goal of clarifying who qualifies for in-Parish tuition. CoVid-19 situation has caused a delay in addressing this matter. Father Kollath and Mr. Bittner will meet.
 - Ron Schrier asked about the how in getting together to discuss interview candidates.

Father Kollath got popcorn delivered to him in a physically distance appropriate way and the rest of us were a little jealous.

Executive Session: None

End of Meeting: Motion was made to adjourn meeting by Mr. Schrier. Motion seconded by Dr. DeWitt. Meeting Adjourned at 8:26 p.m.

Next Meeting: May 20th, 2020 at 6:30 p.m.

Respectfully submitted,
Phillip Kerwin