

SMCS Board of Trustees – Meeting Minutes

Meeting held: October 21, 2020

MISSION: *Preparing and inspiring students to lead meaningful lives, rooted in the teachings of Christ, in our Catholic tradition.*

ATTENDANCE:

Present: Kristen Bergstrom, Bill Bittner, David DeWitt, Terry Jack (partial attendance), Phil Kerwin, Beth Knapinski, Fr. Bob Kollath, Mary Krueger, Kathleen Healy Osland, Steve Pable, Natalie Ripley (partial attendance), Bryan Rosiejka, Tim Schigur, Ron Schreier, Paul Seveska, Ron Steffen, Lori Vegso

Not Present: Fr. Dennis Bergsbaken, Helen Englebert, Fr. Paul Paider

Guests: Kelly Beisenstein-Weiss, Patti Fouts; Jaime Frink; Patty Purcell

START TIME: 6:42 PM

OPENING PRAYER: Steve Pable

REVIEW OF MISSION AND VISION – Steve Pable

MOTION

- Mr. Rosiejka motioned to allow the October meeting of the SMCS Board of Trustees to be conducted both in-person and via video conference notwithstanding any provisions to the contrary contained in the Constitution or any bylaws due to the extraordinary circumstances presented by the COVID-19 outbreak.
- 2nd – Mr. Schreier
- Call to Vote – unanimous
- Motion carried.

OPEN FORUM

- No persons were present for Open Forum.

CONSENT RESOLUTION

- Mr. Schreier motioned to approve the Minutes of the BOT Meetings held June 2020 and September 2020 and the Minutes of the Executive Committee held October 2020.
- 2nd – Mr. Rosiejka
- Call to Vote – unanimous
- Motion carried.

PRESIDENT'S/SUPERINTENDANT'S REPORT – Tim Schigur

- SMCS is continuing the process of hiring a Campus Ministry Director.
 - Currently reviewing an additional candidate.
 - The Catholic Identity Committee is continuing to assist with the process.
- SMCS is also in the process of hiring for several additional openings.
 - In addition, SMCS is looking for support for K-5.
- SMCS is continuing the process of reorganizing the Advancement Department.
- SMCS enrollment is currently at 888 students.
 - 862 in-person
 - 26 virtual
- Students, Staff and families continue to cooperate with the rules relating to COVID.
- The Teachers are currently working with both in-person and virtual students.
- The recently held “Virtual Day” was a success.
 - SMCS will present a survey to Teachers for comment on the Virtual Day.
- SMCS has been confronted with some challenges going virtual at the Middle School level.
 - As a result, SMCS has hired Mr. James Brown to assist with the 6th, 7th and 8th grade level virtual program.

- SMCS is currently experiencing several successes with Athletics.
 - The Cross-Country Team took 1st place.
 - Tennis finished at state last week.
 - The Volleyball Team won their most recent game.
 - The Football Team currently has a .500 record.
- Maryann Slavinsky continues to do a great job in her role and acting as a liaison with the various governmental (state, county, etc.) agencies.
- The COVID Dashboard continues to work well.
- SMCS is planning a one-hour SMCS Christmas Concert to feature all music students on Thursday, December 17.
- Fr. Bob mentioned that it is great to have Jeanine League back, and that Peter Post did a great job filling-in.

DASHBOARD – Lori Vegso

- The Dashboard and committees are generally doing well.
- There are a few areas of concern, which include:
 - STEM
 - Currently, STEM does not have a dedicated resource.
 - Ms. Vegso inquired about what support the BOT can provide?
 - Mr. Kerwin will be working with Mr. Schigur to develop a plan, and will provide a report of the plan to the BOT at the December 2020 meeting.
 - Long-term financial stability of the SMCS system.
 - This item will be discussed at the next Executive Committee meeting.
 - Fine Arts
 - Hayden Kraus has been great stating what his needs are.
 - Even though much is on-hold due to COVID, he finds solutions to keep Fine Arts alive.

MARKETING – Patty Purcell and Beth Knapinski

- Ms. Purcell provided a brief update of accomplishments.
- Ms. Purcell then provided a Marketing Presentation to the BOT.
- Ms. Purcell noted that upon transition of the Marketing Strategy by the Marketing Committee to the school, a tactical Marketing Plan was not developed.
 - This has left much potential and value on the table.
 - Amazingly, SMCS managed to add 20 students, even without a tactical Marketing Plan.
- Mr. Pable commented that the Vision and Mission work accomplished by the Marketing Committee was great.
- Mr. Kerwin inquired about what role in-house marketing should play with respect to both attracting and retaining students.
 - Ms. Purcell commented marketing should play an important role in both areas, but was uncertain what percent of the Marketing Budget should be expended upon each.
- Ms. Healy Osland noted that the Rotary Club did not even know of SMCS just 10 years ago.
- Mr. Rosiejka inquired whether the position of Marketing Director should be re-introduced into the budget.
 - Ms. Purcell commented that she is uncertain of the correct position, but emphasized that the person must be dedicated to marketing.

ACTIVE PARISHIONERS – Fr. Bob Kollath, Bill Bittner

- Fr. Bob discussed the potential of defining an “active parishioner”.
- The intent of this task was as a courtesy to SMCS (and the BOT), such as to be consistent for families to be charged the “Parish” tuition rate.
- The goal is to obtain more Parish engagement by families, and not to collect more money from Parishioners.
- Fr. Bob proposed 4 criteria to define an “active Parishioner” for tuition purposes:
 1. The family must be registered in the Parish.
 2. A parent must sign a Baptismal form for the student.
 3. At least one family member must volunteer for a ministry in the Parish.

4. The family must pledge to contribute monetarily as able to the Parish via envelopes or electronic means.
- Fr. Bob noted that this endeavor is being driven by the Parishes, not the school system.
 - Fr. Bob also noted that this objective should not be implemented until the COVID pandemic has passed.
 - Ms. Bergstrom expressed concern that people may not receive this topic well, and that some may choose to leave the Parish.
 - Mr. Kerwin (and a number of others) agreed with Ms. Bergstrom's concern, and Mr. Kerwin further commented that families with young children would have particular difficulties volunteering for a ministry.
 - Mr. Bittner noted that this proposal has precedent across the country.

PERSONNEL COMMITTEE – Paul Seveska

- Mr. Seveska described the potential functions of the proposed Personnel Committee.
- Mr. Pable questioned whether this item rises to the level of another BOT committee.
- Ms. Vegso proposed forming a Personnel Task Committee to function for about 6 months, and then to make a recommendation to the Executive Committee/BOT.
- The Personnel Task Committee will comprise Lori Vegso, Kathleen Healy Osland and Paul Seveska.

FINANCIALS – Kristen Bergstrom, Jaime Frink

- Ms. Bergstrom and Ms. Frink briefly reviewed the enrollment numbers and presented the 2020-2021 reconciliation of the initial Budget to the Modified Budget.
- Mr. Rosiejka inquired how the reorganization of the Advancement Department could affect the Modified Budget.
 - Ms. Frink explained that the Modified Budget is merely a snapshot of where we are at a particular point in time (thus a different Modified Budget would be prepared at that time).

OLD BUSINESS

- No Old Business.

NEW BUSINESS

- No New Business.

MOTION

- Mr. Schreier motioned to adjourn the general BOT meeting and to enter into an Executive Session, allowing Tim Schigur as a guest.
- 2nd – Ms. Bergstrom
- Call to Vote – unanimous
- Motion carried.

END TIME: 9:25 PM

EXECUTIVE SESSION START TIME: 9:26 PM

- Mr. Schreier motioned to end the Executive Session and adjourn.
- 2nd – Mr. Pable
- Call to Vote – unanimous
- Motion carried.

EXECUTIVE SESSION END TIME: 10:00 PM