

SMCS Board of Trustees' Meeting
 Wednesday, May 20th, 2020 - 6:15 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	E	Ron Schreier	V
Dave DeWitt	V	Mary Krueger	V	Paul Seveska	V
Dan Engelhard	V	Kim Massey		Ron Steffen	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, Chelsea Kind, Jeanine Leege

Meeting began at 6:15 p.m.

Meeting began early to allow for an open forum for School Choice families. No one was present for School Choice Open Forum.

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

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.”

Open Forum: No one asked to speak at open forum.

Motion for Meeting to be Held via Teleconference.

Motion made to allow the May 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.

There was a brief discussion of new handling of Committee Minutes. Committee minutes should be circulated to share information but the Board does not approve the substance of the minutes of the committees. Committees act on behalf of the Board but any changes in policy or action must

be approved by the entire Board. Committee chairs are encouraged to also share key updates in the dashboard.

Discussion of remembering different roles we take as Board Members. As Board members we help set policy and direction for school. Sometimes as committee members we are assisting the school system in the execution of plans. When acting in this role the school system employee has the lead.

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

- Minutes of May 1st, 2020 Executive Committee Meeting
- Minutes of April 22nd, 2020 Board of Trustees Meeting

Circulated Minutes: The following items were circulated for communication purposes prior to the meeting:

- Finance Committee draft minutes from May meeting.
- Fund Development Committee draft minutes from May meeting
- Strategic Dashboard updated as of May 19, 2020.

Motion to approve by Dr. DeWitt, Motion seconded by Ms. Bergstrom. Motion passed unanimously.

President's Report:

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

ENROLLMENT – A couple new students picked up this week. Early Childhood down. International Program will be almost non-existent next year due to Covid-19 Situation. This will affect the finances.

Ms. Frink and Ms. Englebert went through the budget with the goal to see what things will look like at the end of June. Very confident they will be ending with a surplus. It could be over \$100,000. Looking ahead to next year there is a lot of uncertainty. Starting to see upticks in local job loss. Starting to see uptick in requests for assistance. If we are in school and have enrollment numbers we budgeted for we will be okay but not sure what will happen if we don't.

Mr. Schreier asked if there has been any unenrollment. Not yet, nothing has flared up. There may even be some more registering. The real hit is the loss of the international students. The System had budgeted 10. Mr. Bittner asked if an increase in School Choice students might make up the difference. It will certainly help, as well as with requests for aid.

Will remote learning in the fall affect enrollment? Some families feel very strongly that we be open if at all possible. Back in the classroom may look different. We are likely to do what other local schools do.

Mr. Pable asked are we tethered to what the public schools do or can we go our own way.

Mr. Batey answered they are looking at 3 scenarios. 1. Back. Assessments will need to be done to see where students are. 2. Virtual we will need to prepare over the summer. 3. Hybrid. Trying to put plans in place for all three scenarios.

We are not tied to public schools but will want to be mindful. With community input we hope to make the choice which maximizes enrollment.

Mr. Schreier emphasized clear communication of whatever our plan is. We need to give our families confidence.

Ms. Healy-Osland suggested that the System collect some input on the virtual experience to help improve if we need to do so again.

Mr. Engelhard suggested not wanting to get too far ahead but be prepared for all contingencies. We don't have to decide for the whole semester at one time. Mr. Batey agreed.

Ms. Ripley agrees with Mr. Engelhard. Would welcome students going back to school.

Ms. Englebert agreed and said right now they focus on 3 weeks at a time.

Ms. Bergstrom suggested that we use Khan Academy where we can free up teacher time for mental health focus.

\$100,000 projected surplus does include the Zephyrfest results. For the June meeting we will strive to have an all accounts summary.

Mr. Jack asked about April 30th statements. Ms. Frink said they are reconciling the accounts. The bank account balance is strong. Last DPI payment received last week.

Ms. Bergstrom asked about Middle School contracts. All contracts have been received back other than those who had indicated in letter of intent that they would not be returning.

Committee Status:

Athletics (Terry Jack)

The System has hired a new 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).

Old Business:

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.New Business:

Ms. Vegso said we need someone to step forward and take ownership of financial sustainability piece. We need one person to lead the vision of what is the overall plan for financial sustainability. Mr. Engelhard talked about strategic development plan. He has spend 20 years on various finance committees. He believes 3rd source funding is the key. The Foundation is a key part to that. The Foundation was created to support our schools. We wanted to aid major gifting resources into the system. Give confidence to donors that funds will be well managed and used as directed. Existence for 2 years. 11 formal meetings. Incorporated, policies in place. Put best practices in place. Document retention. We have received \$70,000 in donations.

If the Board thinks this is important, it needs to learn about charitable giving. It needs to decide a vision for use of major gifts. What is Board doing with the money it currently manages to help the system and encourage more donations. President, Vice-President and Treasurer are trustees of the educational trust. We need to have the policies in place for funds not in Foundation. We need a person that has a financial vision.

Mr. Jack will be joining the Foundation. Outstanding Board. Great tool but it is not perfect.

Mr. Kerwin argued/pleaded passionately for a greater commitment by the school to STEM.

Ms. Bergstrom said that parish subsidy discussions are proceeding. A lot of positive movement on cost sharing going forward.

Ms. Bergstrom said that Academic Excellence put on hold with Covid 19. Implementing new curriculum in this setting is not recommended. Does ability to remote teach a curriculum matter? Academic excellence budget draft will be circulated to leadership team. Not incorporated in budget but a wish list. Similar to building and grounds 5 year approach.

For June, we need 2020 Goals. Current leads will put in the goals. New leads have something to start with and can modify

Discussion about gift acceptance policy and how it will interact with the foundation.

Funds are endowed or not endowed. Restricted or not restricted The Foundation can be helpful with endowed funds whether they are restricted or unrestricted. There needs to be an education/marketing piece about the Foundation. This should all be part of the comprehensive development plan.

Comments on draft by Wednesday June 3rd. Ms. Bergstrom asked for people to specifically say whether they have no opinion but also if they have a thought about the target number please give reasons. Mr. Bittner suggested an overall cap.

Executive Session: Motion was made to move to Executive Session at 8:42 p.m.. Motion made by Ms. Bergstrom, seconded by Mr. Jack. Motion passed unanimously.

End of Meeting: Motion was made to adjourn meeting by Ms. Vegso. Motion seconded by Mr. Seveska. Meeting Adjourned at 9:20 p.m.

Next Meeting: June 17th, 2020 at 6:30 p.m.

Respectfully submitted,
Phillip Kerwin