

SMCS Board of Trustees – Meeting Minutes

Meeting held: September 16, 2020

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

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

ABSENT: Fr. Dennis Bergsbaken

GUESTS: Kelly Beisenstein-Weiss, Jaime Frink

START TIME: 6:34 PM

OPENING PRAYER: Mary Krueger

MOTION

- Mr. Rosiejka motioned to allow the September meeting of the SMCS Board of Trustees to be conducted both in-person and via video conference and/or 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.
- 2nd – Mr. Schreier
- Call to Vote – unanimous
- Motion carried.

REVIEW OF MISSION AND VISION – Phil Kerwin

OPEN FORUM

- No persons were present for Open Forum.

MOTION

- Mr. Rosiejka motioned to approve the Minutes of the BOT Meeting held on 8/19/2020.
- Ms. Bergstrom requested the Minutes to be modified to recite “The PPP loan is not yet forgiven.”
- Mr. Rosiejka amended the motion to approve the Minutes of the BOT Meeting held on 8/19/2020 as amended by Ms. Bergstrom.
- 2nd – Mr. Schreier
- Call to Vote – unanimous
- Motion carried.

CONSENT AGENDA

- Mr. Pable motioned to approve the Agenda.
- 2nd – Mr. Kerwin
- Call to Vote – unanimous
- Motion carried.

- Mr. Seveska motioned to approve the Minutes of the Executive Committee meeting held 9/4/2020.
- 2nd – Mr. Kerwin
- Call to Vote – unanimous
- Motion carried.

PRESIDENT'S REPORT – Helen Englebert

- Staffing has been one of SMCS's biggest challenges.
 - There is a Substitute Teacher shortage.
 - If any BOT member knows of anyone potentially interested, please encourage that person to become a Substitute Teacher.
 - Mr. Rosiejka inquired as to the criteria to become a Substitute Teacher.
 - Ms. Englebert responded that a person must obtain a Substitute Teacher license from CESA 6, which entails taking a class and paying a \$100 fee.
 - Ms. Englebert noted that the Substitute Teacher pay rate has increased to \$112/day for short-term Subs, and \$130/day for long-term Subs.
 - Mr. Schreier commented that a person does not require a lifetime license.
- The number of voucher students has decreased from 190 to 169.
 - The decrease is due to a variety of reasons (*e.g.*, the voucher students do not want to wear masks, etc.).
 - Notwithstanding, the number of voucher students remains satisfactory.
- The Early Childhood program has decreased to 29 students.
- The impact of losing the International Program is being felt.
- SMCS remains strong at the Elementary and Middle School levels.
- Some students who initially opted for virtual learning have now returned to in-person learning.

SUPERINTENDENT'S REPORT – Tim Schigur

- The SMCS system currently has 3 confirmed cases of students with COVID-19.
- 94% of SMCS student attend school in-person.
- The students seem very excited and desire to be there.
- The students are following the COVID rules very well.
- SMCS is utilizing its spacing very well, including the lunchroom, and is also utilizing the outdoors (weather permitting).
- Virtual learning is also going well.

- SMCS is seeing an uptick in students going “full” virtual.
- There are currently 31 students enrolled in the virtual learning program.
- SMCS is currently utilizing an online German program for 7th and 8th Grade to fill a teacher opening.
- Mass is being celebrated at both the High School and Middle School.
 - Each week, 1 class attends in-person while the other grades livestream the Mass.
 - The in-person class rotates amongst the grades each week.
 - Each week has seen an increase in students receiving Communion.
- SMCS is currently posting for a Director of Ministry (*i.e.*, Campus Minister).
 - The posted position would include High School Campus Ministry responsibilities.
 - The title of the position has been modified to attract more applicants.
 - Mr. Seveska asked whether the Catholic Identity Committee will be part of the process for obtaining a Director of Ministry.
 - Mr. Schigur responded that SMCS is interviewing the first round of candidates, and then intends to invite the Catholic Identity Committee to participate with the second round of interviews.
 - Ms. Ripley thanked Mr. Schigur for involving the Catholic Identity Committee and for his work regarding the Director of Ministry and weekly Mass.
- Mr. Pable inquired about SMCS Athletics.
 - Mr. Schigur responded that the Big East voted 14-0 to move forward with Fall sports.
 - The athletes will be required to wear masks.
 - Spectators will be limited to 2/athlete.
 - Most athletic events will be livestreamed.
- Mr. Schreier inquired about Homecoming.
 - Mr. Schigur responded that Patti Fouts is working diligently on the matter and is determining safe ways to have Homecoming gatherings.
- Ms. Bergstrom inquired whether SMCS will potentially defer Service Day, and suggested it could be an opportunity for students to do other things.
 - Mr. Schigur responded that SMCS is still considering Service Day.

- Mr. Schigur noted that large groups are no longer feasible, but Patti Fouts is considering ways to get the students into the community safely.
- Ms. Knapinski inquired whether Chesterton Academy and St. Ignatius desire to co-op with SMCS for athletics.
 - Mr. Schigur stated that he was unaware of such desire, but would discuss the matter with SMCS Athletic Director Matt Schoultz.
- Ms. Healy Osland inquired how the organization is changing in light of several recent key departures.
 - Ms. Englebert and Mr. Schigur agreed that the plan is to reorganize.
- Mr. Seveska stated that Mr. Schigur should be commended for the smooth process with COVID, including both in-person and virtual learning, without a hitch.
 - Mr. Schigur responded that the Teaching Staff has been awesome, and also commended the Principals, Ms. Englebert and her Staff, as well as the Community for trusting SMCS.
 - Mr. Pable echoed Mr. Seveska’s compliments and lauded all of the collaborations.

DASHBOARD – Lori Vegso

- The work done by everyone with respect to the Dashboard is much appreciated.

Personnel Committee

- Ms. Vegso noted that the Personnel Committee has been put on hold for further discussion by the Executive Committee.

Community and Continuity

- Ms. Bergstrom highlighted the need for someone to fill Jennifer Miller’s open position.

Financial Report

- Mr. Pable announced that the Financial Audit presentation will be given at the next Executive Committee meeting.
 - Attendance by Finance Committee members is required.
 - Attendance by BOT members is optional.

OLD BUSINESS

Governance Committee

- Mr. Seveska presented an Attendance Policy and a Conflict of Interest Policy.
 - Mr. Seveska noted that the Conflict of Interest Policy is based on an IRS requirements, and must be submitted by each BOT member annually.

- Mr. Seveska motioned to approve the Attendance Policy.
- 2nd – Mr. Schreier
- Call to Vote – unanimous
- Motion carried.

- Mr. Seveska motioned to approve the Conflict of Interest Policy.
- 2nd – Ms. Bergstrom
- Call to Vote – unanimous
- Motion carried.

- Mr. Steffen inquired as to when the Conflict of Interest statement must be completed and submitted for the present term.
 - Mr. Kerwin responded that each BOT member should submit the Conflict of Interest statement by the next BOT meeting (*i.e.*, October 21, 2020).

NEW BUSINESS

Athletic Committee

- Mr. Jack discussed the Athletic Conference Change initiative.
- Mr. Jack noted that only a few alternative conferences (versus the Big East) are viable.
 - The top choice is the Central Wisconsin Conference.
 - The Conference currently has 21 teams, so SMC would provide an even number of teams.

- This Conference would significantly reduce travel.
- SMCS will provide a presentation next week to the Central Wisconsin Conference to hopefully obtain an invitation to join.
- Mr. Rosiejka noted that SMCS has already obtained a release from the Big East Conference.
- Mr. Pable inquired whether SMCS Administrative approval is required.
 - Mr. Jack stated that Ms. Englebert has already signed-off on the initiative.
 - Ms. Healy Osland also noted that the BOT previously approved the initiative.
- Ms. Bergstrom inquired when the conference change would become effective.
 - Mr. Jack responded that it would not become effective until the 2022-2023 season.

MOTION

- Mr. Seveska motioned to adjourn the general BOT meeting and to enter into an Executive Session.
- 2nd – Mr. Schreier
- Call to Vote – unanimous
- Motion carried.

END TIME: 7:41 PM

EXECUTIVE SESSION START TIME: 7:45 PM

- Mr. Schreier motioned to allow Helen Englebert and Tim Schigur as guests.
- 2nd – Ms. Bergstrom
- Call to Vote – unanimous
- Motion carried.

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

EXECUTIVE SESSION END TIME: 8:00 PM