

SMCS Board of Trustees – Meeting Minutes

Meeting held: January 20, 2021

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, Phil Kerwin, Beth Knapinski, Mary Krueger, Steve Pable, Natalie Ripley, Bryan Rosiejka, Tim Schigur, Ron Schreier, Paul Seveska, Ron Steffen, Lori Vegso

Not Present: Fr. Dennis Bergsbaken, Terry Jack, Fr. Bob Kollath, Kathleen Healy Osland, Fr. Paul Paider

Guests: Kelly Beisenstein-Weiss, Helen Englebert, Jaime Frink, Ryan Valentine

START TIME: 6:37 PM

OPENING PRAYER: Natalie Ripley

MOTION

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

CONSENT RESOLUTION

- Mr. Kerwin moved to approve the Minutes of the Special Session held December 14, 2020, the BOT Meeting held December 16, 2020 and the Executive Committee held January 8, 2021.
- 2nd – Ms. Vegso
- Call to Vote – unanimous
- Motion carried.

SMCS FOUNDATION REPORT – Ryan Valentine, Helen Englebert

- A report was presented regarding the SMCS Foundation, including a description of the foundation, its membership, a background and future plans.
- Highlights included the following:
 - The SMCS Foundation currently manages assets of about \$225,000.
 - In comparison, Xavier’s Foundation manages assets of about \$6 million and Notre Dame’s Foundation manages assets of about \$8.9 million.
 - The SMCS Foundation was founded in 2015, legalized in 2018, and obtained nonprofit status in 2019.
 - The SMCS Foundation is a separate and distinct entity.
 - The SMCS Foundation sets up endowment investments and coordinates donations.
 - A gift from a donor can be endowed or non-endowed.
 - A gift can also be restricted or unrestricted.
 - Any donation is acceptable; however, to establish a separate (named) fund, the donation must be a minimum of \$10,000.

SUPERINTENDENT’S REPORT – Tim Schigur

- There are currently 914 students enrolled in the SMCS school system.
 - 881 are in-person.
 - 33 are virtual.

- Mr. Schigur continues to work on, and implement, Academic Excellence initiatives.
- Catholic Schools Week is scheduled for the first week in February.
- SMCS will be putting up banners in the Parishes to thank Parishioners for their support of SMCS.
- The Health Dashboard continues to work well.
 - There was a slight increase in positive cases and close contacts among students following the holidays.
 - However, there has not been a similar increase among staff.
 - SMCS is continuing to follow the 14-day quarantine recommendation from public health.
 - Governor Evers has extended the facemask mandate.
 - SMCS is working with the County Health Department to understand the vaccination program.
- Beth Knapinski will begin her new role with SMCS as Senior Director of Strategic Advancement on January 25, 2021.
- Mr. Rosiejka inquired about the status of the Accelerated Learning Academy.
 - Mr. Schigur indicated that SMCS is planning to introduce the program to the Middle School in Fall 2021.

DASHBOARD – Lori Vegso

- Mr. Kerwin provided a STEM update for the Dashboard.
- With Ms. Knapinski's impending departure, a new BOT Leader will be needed for the Marketing Committee.
 - Mr. Seveska nominated Ms. Vegso.
 - Ms. Vegso graciously accepted and thus will resume leadership of the Marketing Committee.
- Mr. Rosiejka inquired about the status of the Personnel Committee Task Force.
 - Mr. Seveska intends to present relevant information at the February Executive Committee meeting.
- Mr. Seveska briefly discussed Recruitment efforts for the BOT.

- Mr. Seveska will be sending out a letter to the Pastors and Parish Leader for recommendations of potential BOT candidates.

FUND DEVELOPMENT – Bill Bittner

- Mr. Bittner shared a trend chart showing donations versus graduation decades.
 - Mr. Bittner believes there is an opportunity to obtain additional alumni donations.

FINANCE – Kristen Bergstrom, Jaime Frink

- A number of documents were sent to the BOT members by Ms. Frink for review.
- The Diocese is leading financial meetings with the Parishes which focus on “shared resources.”
 - The discussions concern both operations and ministry.
 - Ms. Bergstrom noted that some sharing of personnel is already happening between SMCS and the Parishes.
- The Finance Committee is currently reviewing the Parish Investment model to potentially make SMCS less dependent on the Parishes.
 - Ms. Bergstrom noted that the information sharing between the school and Parishes has been great.
- Ms. Frink presented a potential budget to the BOT for informational purposes (*i.e.*, not for a vote).
- Mr. Bittner inquired whether there is a gift policy in place wherein the President does not require BOT approval for spending.
 - Mr. Kerwin and Mr. Rosiejka confirmed that such a policy was passed during the June 2020 BOT meeting.
 - The policy allows the President to manage gifts of \$25,000 or less without BOT approval.
 - The policy also requires that 25% of gifts over \$25,000 must be transferred to the Foundation.
 - Mr. Kerwin will re-send the June 2020 Minutes to the BOT for a more accurate review of the policy.

- Mr. Rosiejka inquired whether any tensions still exist between the school system and the Parishes.
 - Ms. Bergstrom believes there are still some tensions.
 - Mr. Pable stated that the relationship between the Parishes and the School System is very important, and that transparency helps.
 - The Diocese also recognizes the importance of this relationship.
 - Mr. Pable emphasized that the school system and the Parishes are “partners.”

OLD BUSINESS

- Mr. Pable is working with Mr. Schigur with respect to the staff appreciation day.

NEW BUSINESS

- There was no new business.

CLOSING PRAYER – Lori Vegso

MOTION

- Mr. Schreier moved to adjourn.
- 2nd – Mr. DeWitt
- Call to Vote – unanimous
- Motion carried.

END TIME: 9:17 PM