

SMCS Board of Trustees – Meeting Minutes

Meeting held: February 17, 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, Kathleen Healy Osland, Terry Jack, Phil Kerwin, Steve Pable, Natalie Ripley, Bryan Rosiejka, Tim Schigur, Ron Schreier, Paul Seveska, Ron Steffen, Lori Vegso

Not Present: Fr. Dennis Bergsbaken, Fr. Bob Kollath, Mary Krueger, Fr. Paul Paider

Guests: Kelly Beisenstein-Weiss, Jaime Frink, Beth Knapinski

START TIME: 6:33 PM

OPENING PRAYER: Steve Pable

MOTION

- Mr. Schreier moved to allow the February 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 – Ms. Bergstrom
- Call to Vote – unanimous
- Motion carried.

OPEN FORUM

Mr. Kerwin read a letter from Christine Cedergren (Teacher – St. Mary Elementary) relating to teacher salaries.

CONSENT RESOLUTION

- Mr. Schreier moved to approve the Minutes of the BOT meeting held January 20, 2021 and the Executive Committee meeting held February 5, 2021.
- 2nd – Ms. Vegso
- Call to Vote – unanimous
- Motion carried.

SUPERINTENDENT’S REPORT – Tim Schigur

- In-person enrollment is increasing and virtual enrollment is decreasing.
 - 917 students have started the semester in-person.
 - 33 students have started the semester virtually with the option of returning to in-person.
- Open enrollment has now begun.
 - Kelly Beisenstein-Weiss is incorporating Blackbaud into the Admissions/Enrollment process.
- A professional development day will occur on March 19.
- SMCS is moving forward with adding a Middle School program for the Accelerated Learning Academy in Fall 2021.
 - Currently developing criteria and marketing for the Middle School program.
- SMCS Athletics is going great (especially Basketball).
- SMCS is getting things aligned for Staff/Faculty COVID vaccinations.
- Eric Rudd is doing a great job with Catholic Identity.
 - Mr. Rudd has taken the lead for Middle School Masses.
 - Mr. Rudd has also involved himself with Athletics.
- Catholic Schools Week went well.
 - SMCS had the largest contingency at the Bishop’s Mass.
- The High School Arts/Theater Department will be putting on a production of “Anything Goes” on March 12-14.

- The Human Resources Department continues to fill openings.
 - Beth Knapinski has settled into her new role well and has much in the works.
 - Brett Baehman (Lourdes Alumnus) was hired as the new Alumni and Communications Coordinator.
 - Sue Thelen has taken on the role of International Program Coordinator for the High School, in addition to her Executive Assistant role.
- SMCS Operations has been working on the Budget and Budget Forecasting.
 - SMCS is currently assessing the IT infrastructure in each of the school buildings, as well as the Parishes.
 - SMCS is also looking at upcoming maintenance items (*e.g.*, HVAC, etc.).
- Mr. DeWitt inquired whether there is a target number of students for the Accelerated Learning Academy.
 - Mr. Schigur responded that the target for each is 20-22 students.
- Ms. Vegso congratulated Mr. Schigur and Ms. Beisenstein-Weiss on the enrollment results, and inquired when Blackbaud would be available for financial forecasting.
 - Ms. Ripley responded that Blackbaud is now ready to use for financial forecasting (the result of great work done Ms. Frink, Ms. Bergstrom and Ms. Ripley).
- Mr. Bittner commented that Eric Rudd was a great hire, noting that Eric is full of excitement and energy.

ACADEMIC EXCELLENCE – Tim Schigur

- Mr. Schigur discussed Academic Excellence and provided an internal handout.

FINANCE – Kristen Bergstrom

- Ms. Bergstrom read a self-written statement prior to presenting the Budget, explaining why the proposed Budget is a “deficit Budget”.
 - The proposed net loss is \$253,258.
- Mr. Bittner advocated that the BOT strongly consider the Finance Committee’s recommendation to approve the proposed Budget.

- Mr. Kerwin commented that some items in the Budget which may be lower than average could actually be considered as a source of funding.
- Mr. Seveska stated that, in his opinion, as a fiduciary, it is not responsible to operate with a deficit Budget.
- Ms. Vegso inquired of what could be potentially removed from the Budget in order to make it balanced.
 - Mr. Schigur presented one theoretical scenario, but endorsed the proposed deficit Budget.
- Mr. Rosiejka inquired whether the BOT approving the proposed Budget would be the final step, or rather merely an approval to advance the proposed Budget to the next step (*i.e.*, review and approval by the Diocese).
 - Ms. Bergstrom confirmed that approval by the BOT would merely advance the proposed Budget to the next stage.
- MOTION
 - Mr. DeWitt moved to approve the proposed Budget.
 - 2nd – Mr. Bittner
 - Call to Vote
 - *All in favor:* Steve Pable, Phil Kerwin, Natalie Ripley, David DeWitt, Ron Schreier, Lori Vegso, Ron Steffen, Bill Bittner, Bryan Rosiejka
 - *All opposed:* Paul Seveska
 - *All abstaining:* Terry Jack
 - Motion carried.

DASHBOARD – Lori Vegso

- Ms. Vegso provided an updated Dashboard prior to this BOT meeting.

GOVERNANCE COMMITTEE – Paul Seveska

- BOT candidate recruitment efforts are going well.
- Evaluations should be ready for the March BOT meeting.

OLD BUSINESS

- Staff appreciation day is scheduled for March 19.
 - Mr. Pable will send an email invite to BOT Members to participate and/or make a donation.

NEW BUSINESS

- There was no new business.

CLOSING PRAYER – David DeWitt

MOTION

- Mr. Rosiejka moved to adjourn and enter an Executive Session.
- 2nd – Mr. Kerwin
- Call to Vote – unanimous
- Motion carried.

END TIME: 8:35 PM

EXECUTIVE SESSION START TIME: 8:36 PM

EXECUTIVE SESSION END TIME: 9:25 PM

REENTER BOT GENERAL SESSION TIME: 9:26 PM

MOTION

- Mr. Rosiejka moved to adjourn.
- 2nd – Mr. Schreier

- Call to Vote – unanimous
- Motion carried.

BOT GENERAL SESSION END TIME: 9:27 PM