

SMCS Board of Trustees – Meeting Minutes

Meeting held: March 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, Mary Krueger, Steve Pable, Natalie Ripley, Bryan Rosiejka, Tim Schigur, Ron Schreier, Paul Seveska, Ron Steffen, Lori Vegso

Not Present: Fr. Dennis Bergsbaken, Fr. Bob Kollath (*see Executive Session below*), Fr. Paul Paider

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

START TIME: 6:34 PM

OPENING PRAYER: Phil Kerwin

MISSION STATEMENT: Steve Pable

MOTION

- Mr. Rosiejka moved to allow the March 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.

OPEN FORUM

- No persons were present for Open Forum.

CONSENT RESOLUTION

- Mr. Schreier moved to approve the Minutes of the BOT meeting held February 17, 2021 and the Executive Committee meeting held March 5, 2021.
- 2nd – Ms. Vegso
- Call to Vote – unanimous
- Motion carried.

SUPERINTENDENT’S REPORT – Tim Schigur

- Total SMCS enrollment is 919 students.
 - 894 students are in-person.
 - 25 students are virtual.
- The intent for the 2021-2022 school year is to have all students attend in-person.
 - A virtual learning program is not being planned.
 - If a family requests virtual learning next year, SMCS may consider offering an “online” program, which would not include a dedicated teacher.
- A Professional Development day is scheduled for March 22.
 - SMCS is looking at other development opportunities for the remainder of the year.
 - Ms. Ripley inquired whether there is a spiritual aspect to the upcoming Professional Development day.
 - Mr. Schigur responded that it is intended to be included, but they are still preparing the agenda.
 - Mr. Pable noted that volunteers for the Staff Appreciation Day are also invited to attend the Professional Development day prayer service.

- Winter athletics enjoyed a great season, and SMCS is now preparing for the Spring athletic season.
 - The WIAA appears to be easing restrictions on wearing masks.
 - Ms. Ripley inquired whether Eric Rudd has been working with the coaches to get student athletes involved with Catholic Identity.
 - Mr. Schigur was uncertain, but would ensure the coaches are aware of it.
- Eric Rudd and Fr. Mark Mleziva have been actively working with students, including attending various classes.
 - SMCS offered Confession to students for St. Patrick's Day.
 - 40 students signed-up.
 - Mr. Schigur commented that this speaks volumes for the school, staff, and particularly Eric Rudd and Fr. Mark.
 - Eric Rudd is also planning to offer several retreats in the future.
 - Ms. Ripley commended the progress being made with respect to Catholic Identity.
 - Ms. Ripley inquired whether Eric Rudd is involved with the Social Studies curriculum.
 - Mr. Schigur responded that Eric will be involved, but they are currently in the information-gathering stage, and have not yet had their first meeting.
 - Mr. Schigur also stated that Catholic identity is intended to be incorporated into the Social Studies curriculum.
- The Arts & Theater department's production of "Anything Goes" was a success.
- SMCS continues to hire new staff as the need arises.
- SMCS is currently preparing for the 2021 Day Camp, which will be offered in summer.
- SMCS intends to continue its mask requirements for the remainder of the school year.
 - SMCS will potentially ease its mask requirements next year.
- To date, 120 staff members have been vaccinated.
- An SMCS Wellness Challenge is currently underway.
- Beth Knapinski is currently working on a mission statement for the Advancement department.

- SMCS registration is currently open.
- Jaime Frink is preparing various items for the April Board of Directors meeting.
 - The new Blackbaud system continues to work well for SMCS.
- SMCS is obtaining a cost estimate from Jim Higgins to audit the SMCS and Parish IT infrastructure, particularly the Wi-Fi/streaming capacity.
 - Mr. Rosiejka inquired whether this item is in the Budget.
 - Ms. Bergstrom indicated that it may be paid for by donors.
- Mr. Bittner raised the issue of capacity planning for SMCS once we return to a non-COVID situation.
 - Mr. Schigur agreed that capacity planning must be considered and will require follow-up.

FINANCE – Kristen Bergstrom

- The Finance Committee recently held a meeting, but did not yet have a chance to distribute the Minutes.
- Ms. Bergstrom informed the BOT that the March financial numbers will be revised after the April BOT meeting.
- Mr. Seveska inquired how the Blackbaud forecasting tool will be utilized, and how it will impact next year's budget.
 - Ms. Bergstrom responded that the tool will not be part of the budgeting process until the 2022-2023 budget.
 - Mr. Bittner added that it is a long-term (*i.e.*, 5-year) planning tool.

DASHBOARD – Lori Vegso

- Although there is much activity occurring, there are no present updates to report.

OLD BUSINESS

- Mr. Bittner has volunteered to organize the Staff Appreciation Day and is accepting donations to help offset the costs.
 - 7 BOT members have volunteered to help at the event so far.

- Mr. Kerwin has distributed the BOT and Superintendent evaluations.
 - 11 BOT members have completed the evaluations so far.
 - Mr. Kerwin confirmed that the responses are being received as “anonymous.”
 - Mr. Seveska commented that the excellent work by Mr. Kerwin and Chelsey Kind has resulted in the best evaluations the BOT has produced to date.

NEW BUSINESS

- Ms. Vegso stated that a task force is currently auditing all committees and will then provide a proposal as to which committees should remain, and whether each remaining committee should be considered a “standing committee” or a “task force.”
- Ms. Vegso and Ms. Healy Osland informed that BOT that the Strategic Plan was developed in 2015 and refreshed in 2020.
 - It is recommended that a more comprehensive update should be performed.
 - The previous Strategic Plan was focused on operations.
 - Mr. Kerwin suggested that it is time for the BOT to change its focus from operations to strategic thinking.
 - Ms. Vegso suggested a goal of updating the Strategic Plan by the start of next year.
 - Ms. Vegso volunteered to assemble a task force to revise/update the Strategic Plan.
 - Ms. Vegso also reminded the BOT to start thinking about our priorities for next year.
- Ms. Healy Osland provided an update regarding the search for a new Superintendent.
- Mr. Pable stated that the Board of Directors meeting will occur on April 28 at 10:00 AM, and will be a virtual meeting via Zoom.

CLOSING PRAYER – Tim Schigur

MOTION

- Mr. Rosiejka moved to enter an Executive Session with Deacon Ray DuBois as a guest.
- 2nd – Ms. Vegso
- Call to Vote – unanimous
- Motion carried.
- Note: Fr. Bob Kollath was able to join the Executive Session.

EXECUTIVE SESSION START TIME: 7:48 PM

MOTION

- Mr. Rosiejka moved to adjourn the Executive Session and the general BOT meeting.
- 2nd – Mr. Kerwin
- Call to Vote – unanimous
- Motion carried.

GENERAL BOT MEETING AND EXECUTIVE SESSION END TIME: 9:16 PM

Minutes Submitted by: Bryan R. Rosiejka – Secretary, Board of Trustees