

# SMCS Board of Trustees – Meeting Minutes

Meeting held: May 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, Kathleen Healy Osland, Phil Kerwin, Fr. Bob Kollath, Mary Krueger, Dan McKenna, Steve Pable, Natalie Ripley, Bryan Rosiejka, Paul Seveska, Ron Steffen, Lori Vegso

**Not Present:** Fr. Dennis Bergsbaken, Terry Jack, Fr. Paul Paider, Ron Schreier

**Guests:** None

BOT MEETING START TIME: 6:37 PM

OPENING PRAYER – Kathleen Healy Osland

## MOTION

- Mr. Rosiejka moved to allow the May meeting of the SMCS Board of Trustees to be conducted both in-person and via teleconference, notwithstanding any provisions to the contrary contained in the Constitution or any bylaws.
- 2<sup>nd</sup> – Mr. Kerwin
- Call to Vote – unanimous
- Motion carried.

## SCHOOL CHOICE

- No persons were present for School Choice.

## OPEN FORUM

- No persons were present for Open Forum.

## CONSENT RESOLUTION

- Mr. Kerwin moved to approve the Minutes of the BOT meeting held April 21, 2021 and the Executive Committee meeting held May 7, 2021.
- 2<sup>nd</sup> – Mr. Steffen
- Call to Vote – unanimous
- Motion carried.

## SUPERINTENDENT'S REPORT – Dan McKenna

- SMCS is strong and in good financial shape.
  - All schools in the system should be proud.
- Mr. McKenna commented that this has been a challenging year for SMCS.
  - Even though it has been stressful, SMCS has fared well.
- Since his recent arrival, Mr. McKenna has focused on a number of areas, including:
  1. The people of SMCS.
    - SMCS has 150 employees.
    - Approximately half have less than 4 years tenure.
    - 36 new employees were hired over the past year.
  2. The space/location of various items.
    - For example, is each department physically located in the best setting which most benefits SMCS?
  3. SMCS technologies and programs.
    - Currently assessing the technology at each school to determine if it meets the level of each school's needs.
  4. SMCS financials.
    - Currently reviewing and understanding all aspects of finance.

- Mr. McKenna is considering having two in-service days in August to reinvest in the teachers and SMCS culture (*e.g.*, core values, leadership, etc.).
  - This will likely include guest speakers.
- SMCS is currently conducting a security assessment for the system.
- SMCS is currently assessing the Admissions Policy.
  - The policy should have the broadest aims and skills to give students the best service for their needs.
  - Accordingly, SMCS must understand the needs of each student.
  - SMCS must also ensure it has the correct resources.
  - SMCS is considering an automatic renewal process for Admissions.
- 886 students are presently enrolled for the 2021-2022 school year.
  - Tours and inquiries are ongoing.
  - Mr. McKenna believes that placing additional attention on retention of students may be beneficial.
- A senior retreat was held on May 19, led by Eric Rudd.
- SMCS spring athletics has enjoyed much success.

#### STRATEGIC PLAN REFRESH – Lori Vegso

- Members of this Task Force include Bill Bittner (facilitator), Lori Vegso (scribe), Paul Seveska, Natalie Ripley, Dan McKenna, Kathleen Healy Osland and Bryan Rosiejka.
- Mr. Bittner provided an update from the first meeting session, including:
  - Mr. McKenna shared his experiences with different Boards and structures.
  - Ms. Vegso described and provided backgrounds for the current tagline, mission and vision.
  - A SWOT analysis was performed.
  - The Task Force examined the four main pillars of SMCS.

## FINANCE – Kristen Bergstrom

- Ms. Bergstrom presented a Revenue Analysis and an Expense Analysis to the BOT.
  - SMCS is in good financial shape.
- The BOT also discussed how future financial reports will appear after Blackbaud is fully implemented.

## OLD BUSINESS

- There is an upcoming meeting with Bishop Ricken.

## NEW BUSINESS

- A BOT retreat has been proposed.
  - Mr. Kerwin intends to send out a questionnaire to BOT members.
- The Governance Committee is currently vetting a potential candidate.
  - A vote will occur during the June BOT meeting.
- Mr. Seveska proposed that going forward, the number of BOT Members should be 9-11 voting members, excluding Pastors/Pastoral Leaders for purposes of calculating a quorum.
- MOTION
  - Mr. Kerwin moved that the BOT shall comprise 9-11 voting members, not including the Pastors and Pastoral Leaders.
  - 2<sup>nd</sup> – Ms. Krueger
  - Call to Vote – unanimous
  - Motion carried.

## CLOSING PRAYER – Ms. Bergstrom

## MOTION

- Ms. Bergstrom moved to enter an Executive Session with Mr. McKenna as a guest.
- 2<sup>nd</sup> – Mr. Seveska
- Call to Vote – unanimous
- Motion carried.

EXECUTIVE SESSION START TIME: 9:00 PM

## MOTION

- Mr. Seveska moved to adjourn the Executive Session.
- 2<sup>nd</sup> – Ms. Bergstrom
- Call to Vote – unanimous
- Motion carried.

EXECUTIVE SESSION END TIME: 9:52 PM

## MOTION

- Mr. DeWitt moved to adjourn the general BOT meeting.
- 2<sup>nd</sup> – Mr. Seveska
- Call to Vote – unanimous
- Motion carried.

BOT MEETING END TIME: 9:52 PM

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