

SMCS Board of Trustees – Meeting Minutes

Meeting held August 24, 2022

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

Attendance:

Present: Daniel McKenna, Phil Kerwin, Bryan Rosiejka, William Bittner, Leila Mousai, Ron Schreier, Ron Steffen, Terry Jack, Fr. Judah Ben Hur Silo, Fr. Nonito Barra, Mary Krueger, Kristen Bergstrom, Dr David DeWitt

Missing: Fr. Dennis Bergsbaken, Fr. Jude Egbuna, Fr Bob Kollath, Fr Michael Lighter

Guests: Finance guy Dave Dietrich, Stephanie Homberg

BOT MEETING START TIME: 6:32 PM

Opening Prayer: Phil Kerwin

MOTION:

CONSENT RESOLUTION

- Ron Steffen moved to accept the June BOT meeting minutes
- Second by Ron Schrier
- Call to vote – unanimous (Kristen Bergstrom did not vote since she was not part of the June BOT)
- Motion carried

OPEN FORUM

- No open forum

SUPERINTENDANT REPORT

- Dan McKenna speaking:
 - Two colleagues here to speak: Stephanie and Dave
 - Dave gave an introduction
 - Some work needed to do, behind where we should be
 - Lack of progress made in the past, much catching up to do
 - Finishing up chart counts
 - Implementing polity procedure updates
 - Working on getting new chart accounts
 - Getting bank accounts reconciled
 - Booking credit card statements
 - Making good progress and looking good
 - Working hard to get up and running
 - Planning on being up to date in about a month

- Feels good about Black Baud
- Mapping everything payroll is spitting out
- Stephanie Homberg
 - Director of Communications and Hospitality
 - Working on getting information out on time
 - Social media will be managed by Stephanie
 - Started in February
 - Brought on Rachel Kepke
 - Updating photos on website
 - Working on SMC brand
 - Newsletters represent the school
 - Changed method of delivery
 - Separate methods formally used
 - Challenging for consistency
 - Same quality of info should be for each elementary school
 - Every other week for newsletters
 - Social media branding
 - Videography is being done
 - Development department is big on former students
 - 10 dollar a day out on social media
 - Stem fly in blurb added
 - Good numbers on boosting communications
 - Biggest hurdle would be communicating within the system
 - Need to know where to be to capture good stuff
 - Used to do a monthly shout out in the bulletins
 - Going back to an insert to stay in touch with the parishes
- Dans enrollment sheet
 - Shows enrollment at 983 with 16 international students
 - Looking at action to opt out instead of to enroll
 - Looking at a better method to monitor numbers
 - Sample of family thinking about coming but were added to the numbers
 - Looking good with enrollment
 - New columns for signs on new road
 - 28 new teachers
 - Talking about culture
 - Some of the old staff didn't like the change
 - Starting with new faculty
 - All excited about being here
 - Mother Kathryn spoke at shrine during retreat
 - Very moving
 - Used Shippek fund to help pay for some professional development and follow up
 - Seemed very engaging

- New teachers adding a lot of energy
- Anna Cihlar and associates hosted all elementary teacher get together
- Taking turns on lesson plans and field trips
- On Friday Dan to speak to teachers
 - Theme is: United in Faith Hope and Love
 - On a t shirt for all
- Principles will be brought in to talk about issues
 - This is what we are investing in going forward
- Is there one calendar for all schools?
 - Unified calendar being worked on by Steve Pable
 - Steve Pable has been hired to work with all parishes and cannot be on the BOT any more

UPDATE ON STRATEGIC PLAN

- Bill Bittner speaking
 - Highlighting some of the changes
 - Opportunities for all to comment
 - Bill to go thru all changes
 - Catholic culture
 - Dan to incorporate our values across the campus's
 - Metrics on the strategic plan moved over to the last column
 - Dan and staff have their own metrics
 - Incorporating final metrics in to plan
 - Financial changes
 - Wanted to make sure Dan and Dave are aware of the cashflow statement
 - Want to be able to formalize the cash flow statement
 - Eclipsed a 1 million statement, changed to a 20 million
 - Significant goal over 5 years
 - Sustainability, Dan and Dave to provide a schedule on what we are looking for
 - Will be providing a once a quarter a statement on how we are doing financially
 - Got some consultants as a project
 - Eventually will need more tuition from parents

PRELIMINARY DISCUSION OF BOARD AND SUPERINTENDANT GOALS

- Phil Kerwin speaking
 - Technology side to structure support and academic excellence
 - Look over changes to approve for September meeting
 - Committee chairs to incorporate
 - May need to be dynamic
 - Approve those in September also
 - Moving strategic plan earlier for better accommodation of the committees

- Bryan to send out updated charters
- Leila and Lori working on calendar
 - Need to add building and grounds committees
 - Adding following August to current calendar
 - To keep in the previous year and new year starts in September
 - Will know when committees are meeting
- At the board meeting need to complete conflict of interest and confidentiality forms
 - Looking for information on members also
 - Due in September
- Current members are on a excel list
 - Info on members - areas of expertise
 - Potential candidates can be listed here
 - List of strengths to show where we may need experience

SUMMARY OF SOME ITEMS FROM BOARD RETREAT AND ACTION ITEMS GOING FORWARD

- Phil Kerwin speaking
 - Retreat was good
 - Got to see a lot of what is going on at the schools
 - Some of the issues were discussed
 - All the elementary school faculty seemed to be very informed on what the other schools are doing
 - Very integrated
 - Integrating with the parish staff as well
 - Parish and school staff offices are consolidated everywhere except St Mary's
 - Lunch with staff was good
 - Calling attention to dates for board for availability
 - Bryan mentioned why we met in black box
 - Construction going on at SMC, changing classrooms
 - Board room is now offices
 - September is when construction starts on new board room
 - November target date

OLD BUSINESS

- No old business to discuss

NEW BUSINESS

- No new business to discuss

MOTION

- Bryan Rosiejka moved to begin executive session
- Second by Ron Schrier

- Call to vote – unanimous
- Motion carried

MOTION

- Ron Schrier moved to end the executive session
- Second by Dr David DeWitt
- Call to vote – unanimous
- Motion carried

Closing Prayer: Phil Kerwin

- Terry Jack moved to end the BOT meeting
- Second by Leila Mousai
- Call to vote – unanimous
- Motion carried

Meeting ended at 8:03 PM