

SMCS Board of Trustees – Meeting Minutes

Meeting held April 19, 2023

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, Meghan Healy, Mary Krueger, Fr Bob Kollath, Kristen Bergstrom

Missing: Dr. David DeWitt, Fr. Nonito Barra, Fr. Judah Pigon, Terry Jack

Guests:

BOT MEETING START TIME: 6:31 PM

Opening Prayer: Ron Schreier

MOTION:

CONSENT RESOLUTION

- Ron Steffen moved to accept the February BOT meeting minutes
- Second by Ron Schreier
- Call to vote – unanimous
- Motion carried

OPEN FORUM

- No open forum

SUPERINTENDANT REPORT

- BOT directors meeting for Diocese
 - Didn't dive too deep in SMCS issues
 - In general the meeting went well
 - A thank you note was sent out
 - Vocations were a discussed subject
 - Gaps were mentioned between schools and Parishes
 - Approved deficit budget
 - Diocese had no concerns about the school
 - Stephanie Homberg took minutes
- Dan's superintendent report
 - Started a new format for the superintendent's report
 - Consultants hired and working
 - Reported out on in the official superintendent's report
 - Consultants working on survey to send out
 - Their path forward seems similar to Dan's previous experience at other schools
 - Chris Decker always ready to report on campaign status

- Bill doesn't feel there is conflict between other schools campaigns
 - Campaign funding is beginning to stall out
 - Want to set our short-term goal for donations
 - It is important we discuss campaign goals, got a little off track
- An art exhibition was set up in the hallway
- Elementary schools structure have been working well, but still need some changes
 - There have been some questions about responsibility and there may be some scope change going forward
 - More responsibility to the associate principals
 - Plan to see more partnerships between all elementary schools
 - Definite improvement over last year
 - Interviewing an associate principal replacement
 - Very talented prospect
 - Trying to clarify roles better for main and associate principals
 - Communication to go out in the future
 - Make sure a clear chain of command is established
- Summer camp is going well
- 2023/24 enrollment at 970
 - Need about 62 new students to cover attrition
 - Dan feels good about the number
 - Have some tours going on now
 - Retention is good (over 96%)
 - Doing exit interviews with leaving families
 - SMM usually has less retention other elem schools
 - Usually has the biggest number
 - Higher affluence = Higher attrition
 - Tuition hike has not been a reason to leave
- In first grouping of Catholic culture, have 250 participants
- Academic testing will be wrapping up
 - Results will be shared again
 - MAP scores have gone up
- Most teachers are coming back for next year
 - Still too early to know for sure
- SMCS safety committee report
 - Staff members part of the committee, as well as HR, building representatives and police
 - Sample first aid responses were triggered
 - Review the active shooter response
 - Do we need a panic button?
 - Information can be hard to get on phone
 - No active shooter training here
 - It is important to use judgment in each scenario, not written response for all conditions
- SMCS secured a \$250,000 donation via EANS funding

- Technical group has been secured and will be on campus to 2024
 - Network will get covered
- FINANCE COMMITTEE
 - Modified budget showing additional deficit over what was previously reported
 - Reasons shown below, that likely will not be carrying over for next year
 - Food services budget issue
 - Consulting fees; endowment and audit help, technology group
 - Capital improvements; access points, security access, access control doors
 - How we finish this year, is similar to how we expect to finish next year
 - Finance committee is responsible for maintaining the budget
 - Do we need to regroup and revise the budget during the year?
 - Where are over budget expenses occurring?
 - Who is responsible to find the deficit money?
 - Comes thru fund raising channels
 - Need to present the issue more often, so we can start to respond to it
 - Also need a consistent reporting system
 - Plan to get costs aligned

MOTION

- William Bittner motioned to propose approval of the deficit budget
- Second by Kristen Bergstrom
- Call to vote – unanimous
- Motion carried

COMMITTEE REPORTS

- Leila Mousai updated goals to add three opportunities and risks
 - Using them as drafts for next year
 - Have goals to be approved for the August meeting
- Church attendance nearly back to pre-covid numbers
 - Much better than other Parishes
- William Bittner to cover the strategic plan again
 - Will have completed by June
- Bryan Rosiejka to head up the governance committee
- Proposed new board members have been secured
 - Patti Purcell
 - Troy Noel
 - Paul Seveska interested in BOT again
- Other interested BOT members can join committees, since they are not exactly on the board
 - Start on consideration for 2024 BOT members late next year
 - Looking for skill sets
 - Marketing

- Financial
- Corporate structure
- Kristen Bergstrom has volunteered for president of BOT
 - Leila Mousai as vice president
 - Ron Steffen as secretary

MOTION

- Bryan motioned to propose Kristen Bergstrom as president for BOT
- Second by Ron Schreier
- Call to vote – unanimous
- Motion carried

- Evaluation process
 - Putting together evaluation for superintendent and board
 - Sending out at the end of April or early May
 - Special meeting to be put together just for the evaluation
 - Fast track to completion to get done before the end of the year
 - June meeting to be the 'Hail and Farewell'
 - May do electronically
 - Or do during the 'Hail and Farewell'
 - Currently the May meeting is scheduled to be on the 17th
 - This is also the Senior award night
 - Missing at least two board members
 - May want to move the BOT to Wednesday the 24th
 - Starting time at 6:30
- Meghan looking for chart of all fundraisers from Chris Decker
 - This will help parents know what each of the fundraisers are for
- Some parents unhappy about some of the programs that may be eliminated
 - Not sure how this unreleased information is getting out
 - Any questions about the programs should be directed to Dan
- Will handbooks be the same?
 - Dan is working on some consistency
- Kristen
 - Would like to pursue a multiyear contract for Dan
 - The Diocese does not want to support multiyear contracts
 - A letter of understanding may be able to be written if we are stuck with a one-year contract
 - Can this be applied to other positions?
 - BOT only hired the super
 - Superintendent may be able to use that model for his employees

OLD BUSINESS

- No old business

NEW BUSINESS

- No old business

MOTION

- Ron Schreier moved to end the BOT meeting
- Second by Bryan Rosiejka
- Call to vote – unanimous
- Motion carried

Meeting ended at 8:22 PM