



Board of Education Meeting Minutes  
Monday May 16, 2022  
Administration Office

Members Present: Nick Hegarty, Tim Swedean, Doug Skinner, Fr. Terry Roder, Fr. Brad Pelzel, Jacki Kelly, Dan Kriener, Rick Bertrand, Jennifer Rose-Bass, Melissa Uhl, Bridget Breen

Members Absent: Fr. David Esquiliano, Fr. David Hemann, Rhonda Bridges

Staff Present: John Flanery, Jeanette Frey, Marisa O'Connell

Business

1. Opening Prayer – 5:00 p.m. led by Fr. Brad Pelzel
2. Approval of April 19, 2022 board meeting minutes  
Motion by Fr. Brad Pelzel, Seconded by Jennifer Rose-Bass  
All in favor: Aye
3. Committee Reports
  - a. Academics – Nick Hegarty – see attachment
    - Searching for additional members; Holy Cross, High School and Mater Dei in particular need representation
    - ISASP results were discussed in detail
    - Moving to quarterly meetings
  - b. Catholic Identity – Jacki Kelly
    - Next meeting will be in August or September
  - c. Enrollment and Marketing – Jennifer Rose-Bass – see attachment
    - Current enrollment as of 5-16-22 = 1342
    - Goal and budgeted enrollment = 1560
    - Current students on hold – 137
    - Administrative assistants calling families regarding registration
    - PK-K numbers are low
    - Laurie Dougherty will be promoting Win/Win
    - Annual uniform sale will have new plaid skirts and tops
    - Question regarding tuition balances:
      - “Once tuition balance for past year(s) is paid in full, tuition assistance for the current year will be applied to the account”
  - d. Finance – Jeanette Frey – see attachments
    - Tuition Receivables update
      - Tuition receivables dropped = \$555,205.22
      - Ahead of last year's receivables by = \$207,057.77
    - Parish Receivables
      - See attached – up to date
    - Overview of April's financials provided
    - 2022-2023 budget and vote for approval
      - Motion by Dan Kriener
      - Seconded by Tim Swedean
      - All in Favor – Aye – Motion to pass 2022-2023 budget approved

- Audit Management Plan (Due March 31<sup>st</sup>, waiver submitted for extension)
- Approval of Management Plan
  - Motion by Tim Swedean
  - Seconded by Bridget Breen
  - All in favor – Aye
- e. Leadership & Governance – Melissa Uhl
  - No update

#### 4. President's Report

- a. Advancement – see attachment
  - Legacy Campaign
    - 2.5 million dollar lead gift
    - Additional 1 million dollar lead gift
    - 5 year pledges – 2022-2026
    - Goal is to have 50% raised before going public on 1/1/23
  - Staffing
    - Tom Rice will retire in May
    - Janet Flanagan is at half-time, considering less soon
    - Looking for social media, website individual for when Janet retires permanently – have some candidates already
    - Nationwide crisis regarding hiring teachers
    - Not enough qualified teaching candidates
    - Emergency teacher licensure may not be timely
    - Currently we are 7 positions short systemwide
    - Principals are working on staffing issues
    - Chris Bork has been making “cold calls” to potential teacher candidates
    - Review teacher staffing towards middle of June to determine if more radical decisions are needed
- b. Angel House Villa Maria update – see attachment
  - Group discussion on pros and cons
  - Motion regarding Angel House Villa Maria acquisition
    - Board voted unanimously to decline taking over the management of Angel House Villa Maria for the upcoming 2022-2023 school year
- c. EANS II Update
  - Funds will come through the state, who will procure all items
  - AEA state representative will receive our submissions
  - Still waiting for guidance from the state
  - Can hire our own counselors, support staff through Facts-Ed (EANS II funds)
  - Can move existing employees (Counselors, Resource Teachers, Para's) so their salaries will be paid with EANS II funds
  - Concerns with individuals already employed with BHCS (i.e. retirement vesting)
  - No insurance premiums paid directly by employee for 2 years
- d. ECF Request
  - 1.2 billion remaining
  - \$170,000 awarded to BHCS from earlier rounds
  - Submitted a request for \$247,000 for devices in this 3<sup>rd</sup> round
- e. FIRE Foundation Grant
  - Received a \$20,000 grant

#### 5. Other business

- John attended Meitler meeting in Storm Lake
  - Diocese will look into consistent Board of Education by-laws
- Employee retirement ceremony to be held on May 16<sup>th</sup>
- Baccalaureate was on May 17<sup>th</sup>

6. Motion to adjourn to Executive Session

- Motion to Adjourn – Fr. Brad Pelzel
- Seconded by – Dan Kriener
- All in favor - Aye

**Next meeting Tuesday, June 21, 2022 at 5:00 p.m.**