



Board of Education Meeting Minutes
Tuesday, June 15, 2021
Administration Office

Members Present: Fr. Brad Pelzel, Rick Bertrand, Dan Kriener, Jacki Kelly, Fr. David Esquiliano, Tim Brown, Tim Swedean, Fr. Terry Roder

*via phone conference: Doug Skinner, Melissa Uhl, Nick Hegarty

Members Absent: Fr. David Hemann, Luis Villalobos, Fr. Dan Rupp, Bridget Breen

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

Business

1. Opening Prayer – 5:00 p.m. led by Fr. David Esquiliano
2. Approval of May 18, 2021 board meeting minutes
Motion by Fr. David Esquiliano; Seconded by Tim Swedean
All in favor: Aye
3. President's report
 1. Enrollment Report
 - a. Budgeted for 1520 students.
 - b. 43 families were on hold.
 - 8 of those holds were released.
 - 17 have responded.
 - 18 families are a concern for next year.
 - c. Jeanette will research amount of tuition dollars not collected.
 2. Advancement
 - a. Director of Annual Giving
 - Second candidate did not work out for position.
 - A six month to one year solution will be implemented which will be to divide Director of Annual Giving duties between Tammy and Janet, plus we have a 1-year contract with Prenger to utilize.
 - b. Auction Recap
 - Over 400 tickets sold.
 - Approximately \$325,000 range for funds raised.
 - All food vendors donated the cost of food towards event.
 - Sound system was biggest issue – next year will add speakers in correct areas.
 - Alcohol vendor not fully prepared – require better clarification regarding our needs for event.

3. Textbook Projections

- Schools have not been good at replacing schoolbooks in the past.
- Consolidate state funds to distribute to schools.
- Attachment provided shows different options regarding textbook needs and options.
- Board voted for Option #1
 - a. Motion to Approve Option #1-Fr. Brad Pelzel
 - b. Seconded by-Fr. Roder
 - c. All in favor-Aye

4. EANS Funds

- Fr Brad Pelzel stated that Patty Lansink is now trying to contact the governor to discuss EANS funds due to a lack of response from original contact (Ann LeBo).
- John met with principals regarding initial tech needs per school.
- Some items need prior approval before being purchased.
- One option is for BHCS to buy items and submit for reimbursement.

5. Personnel Updates

- Head Strength & Conditioning Coach-Trevor Westhoff
- Holy Cross Principal-Wendy Roder
- Co-Athletic Directors (both have verbally accepted)
 - 1. Andy Foster
 - 2. Jay Wright
- Contracts for 1 year to determine success.
- Looking for 2 varsity basketball coaches
- Middle school athletic directors report to high school athletic directors for consistency
- Move Gold Club duties to Athletic Dept. and away from Advancement team.

4. Sub-Committee Reports

1. Academics

- a. Luis Villalobos unavailable for update.

2. Catholic Identity

- a. Music selection for games and in weight room was discussed.
 - Can limit or block certain music through "Sonos".
 - Check with Fr. Shane Deman regarding this system.
- b. New member should be identified in July,2021.

3. Enrollment & Marketing

- a. Committee met, but we were unable to get an update today.

4. Finance

- a. Jeanette to research the tuition balance for families on hold.
- b. Jeanette to research what tuition balances were during the month of May for last 2 years.
- c. Need to identify internal process as to "when" families are turned over to collections.
- d. If families are turned over to collections, Yvette reverses all tuition assistance given to them.
- e. At this time, we do not turn over any active students or families to collections.
- f. We are averaging 16-18% in uncollected receivables.

- g. Letter blast to approximately 40 families regarding their accounts.
 - h. End of June, statements along with letters will be sent to families.
 - i. Letters will contain verbiage explaining 1/10th payment, link to Infinite Campus and additional directions regarding processes for 2021-2022 school year.
 - j. This is the first year we have implemented a “hold” process.
 - k. Vote on Lunchtime Solutions proposal
 - Motion by Tim Swedean
 - Seconded by Fr. Brad Pelzel
 - All in favor: Aye
5. Leadership & Governance
- a. Proposed that the board of education review Diocesan policies on an annual basis.
 - b. Will attend meeting in fall at Storm Lake to discuss policies.
 - c. Looking for volunteers for committee.

Next meeting Tuesday, July 20, 2021 at 5:00 p.m.