

Board of Education Meeting Minutes
Tuesday, June 21, 2022
Administration Office

Members Present: Nick Hegarty, Tim Swedean, Dan Kriener, Jacki Kelly, Rhonda Bridges, Jennifer Rose-Bass, Fr. Brad Pelzel, Fr. Terry Roder, Fr. David Esquiliano Diaz

Members Absent: Doug Skinner, Bridget Breen, Rick Bertrand, Melissa Uhl, Fr. Dave Hemann

Staff Present: John Flanery, Jeanette Frey, Kate Connealy, Laurie Dougherty, Melody O'Connor (covering for Marisa O'Connell)

Business

1. Opening Prayer – 5:00 p.m. led by Fr. Terry Roder
2. Approval of May 16, 2022 board meeting minutes
Motion: Jennifer Rose Bass, Seconded by Tim Swedean
All in favor: Aye
3. Kate Connealy, Sacred Heart & DLA Principal – update
 - Kate shared “A Year of Progress” presentation with the Board which highlighted the following items for her schools:
 - Catholic Identity-DLA added a weekly Mass in Spanish
 - Academics-new Math adoption, all DLA staff returning, challenges working with SCCSD in educating our IEP, 504, & Special Ed students
 - SH Capital Campaign (\$6 million)-added safer school entrances, more classrooms, small & large group spaces
 - What’s Next-DLA will add 3rd grade in the 2022-2023 school year, and determine where DLA PK will move after the SH additions are complete.
 - Q: How to address the challenges working with SCCSD in educating our IEP, 504, & Special Ed students? A: Parents need to drive this change with SCCSD as BHCS cannot.
 - Q: Same Testing at all schools? A: Yes
4. Committee Reports
 - a. Academics: Nick Hegarty-Committee did not meet and does not plan to reconvene until Fall
 - b. Catholic Identity: Jacki Kelly-Committee did not meet and does not plan to reconvene until Fall
 - c. Enrollment & Marketing: Jennifer Rose Bass & Laurie Dougherty-see attached report.
 - 1) BHCS Commercial was presented to the Board
 - Key points:
 - Will be shared via both OTT and CTV advertising platforms
 - Advantages of OTT -> very targeted approach & able to track click rates
 - Target audiences -> women ages 25-54 with average annual salary of \$55K & grandparents
 - Goal -> positive & calming message
 - Can be seen now
 - 2) Each school is doing a summer recruiting event this summer
 - 3) Retention free art project tent events are being planned
 - 4) Major Scrip sharing event is being planned

d. Finance: Tim Swedean and Jeanette Frey

- 1) Tuition receivables update- see attached "BHCS Tuition Receivable Dashboard" documentation
 - Tuition receivables dropped by \$328K
 - 600 emails were sent out to those with active '21-'22 unpaid balances
 - 116 students are currently on financial hold; discussions went to estimating the total balance of holds with an estimate of \$464K (Follow up: \$439 on hold)
 - Jeanette Frey will not post local aid to student accounts until prior year balances are paid in full. Holds may be released when payment plans are set up for their outstanding balances
 - Concerns/Issues continue to arise w/Infinite Campus receivables after a system update
 - 15 recurring payments did not process this month
 - Finance Committee supports a change in tuition receivables software
- 2) Parish receivables update- see attached "Schedule of Parish Investments" document
- 3) Current financials as of 5/31/22- see attached "Combined Statement of Financial Position" & "Combined Statement of Activities" documents
 - Operating cash is down
 - Forecast provided for Year End Position with EANS reimbursements, Tuition Revenue, & notable expenses.
- 4) Pride Debt review and update-see attached "Debt Paydown Proposal" document
 - Diocese approval needed for Legacy Campaign and proposed debt pay down as an amendment/exception to the current note covenants
- 5) ERTC funds-\$267,179.53 - might take 6 months to receive them.

e. Leadership & Governance: Melissa Uhl-absent, no update per Nick Hegarty

5. President's Report

a. Advancement: John Flanery

- 1) Legacy Campaign- \$3.5M campaign in pledges so far
 - See attached "Fiscal year 7/01/2021 - 6/30/2022" document.
- 2) Staff
 - Tom Rice, Advancement Team Consultant, retired on 5/31/2022
 - Janet Flanagan, Director of Special Gifts and Communications, is phasing out to retire and we are currently seeking for her replacement
- 3) Funding Updates- see attached documentation

b. Staffing Updates:

- 1) 6 teachers still needed
 - Three came after school ended
 - Problem extends beyond BHCS as all schools are having the same issues with staffing
- 2) 3 staff positions needed

c. Enrollment Update: Laurie Dougherty-see attached documentation

- 1,400 students completely registered compared to 1,421 last year at this time.
- 116 students-currently on financial hold
- 54 students-not on hold, but still haven't completed their OLR
- 15 new students-that we are awaiting their new family deposits
- Net that would put us 4 students under budget-budgeted for 1,560 students-'22-'23 SY

d. School Safety Initiatives:

- Making it a very important priority!
- "I Love U Guys" Foundation safety program information was shared with school principals and administrative assistants
- Will continue training staff and exploring new options/opportunities

- f. EANS II Update:
 - Will be starting July 1
 - Different from EANS I in that we provide a list to AEA State Office and they will procure the items for us
 - FACTs Ed 3rd Party Contrator-17 staff members might fit this which will help w/teacher salaries
- g. 2022-2023 Board Meeting Proposed Dates:
 - proposed dates were shared via attachment
 - no motion required for approval

6. Other business

- a. 2022-2023 Board Appointments: Nick Hegarty
 - Dan Kriener - Board Chair
 - Tim Swedean - Vice Chair
 - Nick Hegarty - Treasurer
 - John Flanery – Secretary
 - Bridget Breen’s Board Member position will not be replaced per Board By-Laws
- b. Board Recognition: John Flanery
 - Bridget Breen-Will be leaving the Board after having served for 6 years (two consecutive 3-year terms) while being an active member of the Enrollment & Marketing Committee
 - Fr. Terry Roder-Will be leaving the Board as he is moving to a new parish outside of Sioux City. His continuous support of BHCS will be missed.
 - Nick Hegarty-His leadership and support as the outgoing Board Chair has been greatly appreciated.
- c. Motion to approve the 2022-2023 Board Appointments
 - Motion to approve-Rhonda Bridges
 - Seconded by Fr. Brad Pelzel
 - All in favor-Aye

7. Motion to adjourn

Motion by Nick Hegarty, Seconded by Fr. Brad Pelzel

All in favor: Aye

The meeting was adjourned at 6:25 p.m.