



Board of Education Meeting Minutes
Tuesday, January 16, 2024
Sacred Heart

Members Present: Ben Uhl, Fr. Brad Pelzel, Rick Bertrand, Dan Kriener, Nick Hegarty, Rhonda Bridges, Jennifer Rose-Bass, Jacki Kelly, Teresa Fitch

Absent Members: Fr. David Esquiliano, Melissa Uhl, Fr. David Hemann, Fr. Tim Friedrichsen

Staff Present: John Flanery, Kelsey Schomaker, Marisa O'Connell

Guest: Becky George, KRP

1. Opening Prayer – 5:00 p.m. Fr. Brad Pelzel
2. Approval of December Board Meeting Minutes
 - Motion by: Nick Hegarty
 - Seconded by: Fr. Brad Pelzel
 - All in Favor: Aye
3. KRP Audit Results – Becky George
 - Reviewed management representative letter prepared for the Board of Education with any new items from 2022/23.
 - No audit adjustments except for the lease standard implementation.
 - No recommendations for internal controls or reconciliations.
 - Accept Audit Report
 - Motion by: Nick Hegarty
 - Seconded by: Teresa Fitch
 - All in Favor: Aye
4. Committee Reports
 - a. Academics – Nick Hegarty
 - No meeting held.
 - Next meeting scheduled for 1-22-2024.
 - b. Catholic Identity – Jacki Kelly
 - No meeting held.
 - c. Enrollment and Marketing – Jennifer Rose-Bass – see attachment.
 - Continue to work through ESA message.
 - Website needs to be updated by March with new vendor
 - d. Finance – Kelsey - see attachments
 - Tuition receivables
 - Received roughly \$369,000 in tuition payments (parent payments - not state ESA funds)
 - Amount forwarded to Noll Collections – roughly \$224,000.
 - Payment reminders emailed to parents each month.
 - OLR status
 - Holds placed on accounts for next school year.
 - Payment plans need to be established.

- Payments need to be in 10 equal payments (August – May) with all school year balances paid by May 31st.
- Parish Receivables – see attached
 - Meetings held with all 4 parishes.
 - Established a 3-year payment agreement with 3 parishes.
 - Holy Cross will take modified agreement to their Finance Committee
- ESA Update
 - Working to confirm 2nd semester ESA state tuition assistance by February 1st.
 - Approximately 80% of 659 ESAs are confirmed.
 - State window for 2024-2025 ESA application opens April 16th with no closing date announced yet.
- e. Leadership & Governance - Melissa Uhl
 - No meeting held.

5. President's Report

- Advancement – see documentation including MLTF received.
 - MLTF numbers are low this year; closed on 12-31-23.
 - Third round of MLTF was \$128,000 for approximately 60 students.
 - Checking with Diocese to see if there are any remaining MLTF funds available.
- Enrollment
 - February 1-March 15 returning family registration window may motivate current families on hold.
 - March 16-April 15 registration window open for new Catholic families.
 - April 16 opening of ESA application as well as new non-Catholic families.
- CDLA and Sacred Heart principal search
 - Have 2 applications for Sacred Heart principal position.
 - Interviews will take place the 1st week of February.
 - Priests, principals, board member, teachers, John and Kelsey to conduct interviews.
- School safety update
 - Ballistic window coverings on windows. Mater Dei and Sacred Heart still need caulking to be finished.
 - Informacast software is not compatible with the phone systems in our schools. May consider panic buttons instead.
 - School safety measures
 - Ballistic coverings
 - Sheriff Sheehan conducted safety meetings with staff at each school this fall to discuss safety precautions.
 - Police Chief Muller has scheduled a meeting with staff regarding different safety options such as license plate reader at opening of parking lots that can send a message to police if license plate matches someone with a criminal record.
- Strategic Plan – 2024-2029
 - Kelsey, Tom and John to do preliminary work to present to the Board of Education in March.
- 2024-25 School Calendar approval
 - Motion by: Nick Hegarty
 - Seconded by: Fr. Brad Pelzel
 - All in Favor: Aye
- Other Business
 - Discussed proposed legislation of AEA funding and the implication this may have on our system.

6. Motion to Adjourn –

- Motion by: Jacki Kelly
- Seconded by: Ben Uhl
- All in Favor: Aye

**Next meeting Tuesday, February 20, 2024 at 5:00 p.m.
Tour of Sacred Heart conducted by Kate Connealy**