



Board of Education Meeting Minutes
Tuesday August 16, 2022
Administration Office

Members Present: Dan Kriener, Tim Swedean, Fr. Brad Pelzel, Jacki Kelly, Jennifer Rose-Bass, Fr. David Esquiliano, Melissa Uhl

Members Absent: Fr. Tim Friedrichsen, Fr. David Hemann, Nick Hegarty, Doug Skinner, Rick Bertrand, Rhonda Bridges

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

Business

1. Opening Prayer – 5:00 p.m. Fr. Brad Pelzel
2. Revise July Board Meeting Minutes - Under President's Report
 - d. EANS Update
 - FACTS-Ed will funnel through EANS Funds
 - 6 individuals said “yes” to move – REVISION: “funds can be used towards PRIDE I debt, not PRIDE III”

Approval of June 21, 2022 board meeting minutes
Motion by Tim Swedean, Seconded by Fr. Brad Pelzel
All in favor: Aye

3. Questions
4. Advancement Update – Tom Betz
 - Gold Club
 - Golf Outing - \$13,736
 - Plan to go to Country Club again next year
 - MHRD – application for CYO roof & locker rooms – max is \$250,000
 - Siouxland Big Give – Goal for Hall of Pride Kiosk and décor - \$20,000
 - Legacy Campaign – 2 donors committed to \$3,500,000 (signed)
 - MLTF – Goal \$954,875 – YTD last place
 - Heritage Roll of Honor – targeted fall enrollment of Heelan singles
 - Fall Alumni Events
 - Omaha
 - Des Moines
 - Twin Cities
 - Denver
 - Spirit of Heelan Annual Fund – ready in October
 - Crusader Connection – print in September
5. Committee Reports
 - a. Academics – Nick Hegarty
 - Meetings will commence in fall of 2022
 - b. Catholic Identity – Jacki Kelly
 - Meetings will commence in fall of 2022

- c. Enrollment and Marketing – Jennifer Rose-Bass – see attachment
 - 1522 students enrolled as of 8/16/22
 - Brady Scholarship has been tied into Scrip purchasing to help towards tuition
 - Trying to market Scrip/RaiseRight program more efficiently to families; moving towards using “Raise Right” instead of Scrip – would possibly need a parish or school co-ordinator
 - DLA name change “Cathedral Dual Language Academy”
 - Director of Communications & Marketing – Zach James starts September 12
- d. Finance – Nick Hegarty and Jeanette Frey – see attachments
 - Tuition Receivables
 - Down to 33 students on hold as of 8/16/22
 - Received \$538K in tuition payments
 - Reviewed billed tuition and awards issued to date
 - Reviewed AGI/tuition comparison year over year
 - Preliminary Financials
 - Need PP&E clean-up (revamping fixed asset schedule)
 - Depreciation expense to post
 - Proceeds from life insurance policy in amount of \$132,000
 - Revenue will true-up and other audit prep due prior to field work (Sept 26)
- e. Leadership & Governance - Melissa Uhl
 - Committee met to create policy and reviewed High School Handbook through Attendance portion
 - Need to add committee members

6. President’s Report

- a. Advancement
 - Refer to Tom Betz’s presentation
 - PR/Marketing search update
 - Zack James hired as Director of Communications & Marketing – start date September 12
- b. Enrollment
 - see documents
- c. Staffing Updates
 - 37 new teacher/staff positions filled (1 is a shared position)
 - 4 of the 37 got emergency licensures from State of Iowa
 - Fully staffed as of 8/16/22
- d. FACTS Ed and EANS update
 - Working to hire several employees through Facts Ed – more details at September board meeting
- e. Meitler Update
 - Due to concerns, they are reviewing strategic plan. Future meeting to include both steering committee and task force to make better progress

7. Other business

- a. What type of training is given for new board members
- b. Are board members required to complete Virtus training? John will check with Diocese
- c. Diocese is requesting all board members sign a “Code of Ethics” form
- d. Committee Chairs – provide list of committee members with years of service and contact information
- e. Starting next year, it was suggested that board members be invited to the all faculty and staff mass
- f. Also suggested that board chair speak at next year’s auction and introduce all board members

8. Motion to adjourn

- Motion to Adjourn – Fr. Brad Pelzel
- Seconded by – Fr. David Esquiliano
- All in favor – Aye

Next meeting Tuesday, September 20, 2022 at 5:00 p.m.