



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

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

Members Absent: Fr. Tim Friedrichsen, Fr. David Hemann, 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. July Board Meeting Minutes:
  - Edit section 4. P

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

3. 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
    - As of 7/12/22, 1444 officially registered
    - Budgeted for 1560
    - Currently have commercial airing
    - Next “Tent Time” – 7/28/22
    - Hoopla – 8/31/22
    - Dennis Uniform sale very successful
  - d. Finance – Jeanette Frey – see attachments
    - Statements – 770 mailed
    - Inactive Student Statements – 28 mailed
    - Within \$10,000 of last year in tuition collection
    - Letter mailed advising students will not be able to attend if tuition is not resolved before school starts
    - Parish Receivables
      - Received a little more from Cathedral (paying off a portion of PY balance & brought current for this past fiscal year)
      - Perhaps some grant funds
    - Tuition Management Software (Accounting)
      - Cut off would be next July if making software changes

- Pride II balance - \$2.2 million
- Pride III balance - \$915,000
  - Both should be paid off by 6.30.22
- Pride I - \$5.7 million
- Unsecured Debt - \$2.1 million
- Potential Collectables - \$572,000
- Pay off Pride III – required modification for PI note – Legacy Campaign intended ask for unrestricted gifts to pay off debt
- Pride I has lowest interest (pay off in 7 rather than 10 years)
- e. Leadership & Governance - Melissa Uhl
  - No update

#### 4. President's Report

- a. Advancement – see attachment
  - Legacy Campaign
    - Tom and John met with two major donors to discuss the possibility of them attending meetings with potential prospects
    - Average ask is several hundred thousand dollars
  - PR/Marketing search update
    - 14 candidates, 6 interviewed virtually, 3 in person interviews narrowed down to one, but still uncertain
    - John, Janet, and Jennifer interviewed candidates separately
    - Candidates have little marketing experience, more communication skills
    - Pay continues to be an issue
    - Bridget expressed thoughts that we should not focus on the “marketing” piece, but rather find someone that is a good communicator
    - Bridget offered to interview candidate
    - Nick cautioned that we may not be able to offer the pay that someone with all skills may request
- b. Staffing Updates
  - One teacher accepted with signed contract as of 7/19/2022
  - One staff position filled
  - Bobbie Michaelson hired as Dean of Students (2 step-children in system)
- c. Enrollment
  - Enrollment numbers have gone from 1449 to 1554 as of 7/19/2022
  - Numbers went down by 85 during Covid
  - Family's financial issues continue to be a reason for lower enrollment numbers
  - Elementary is where numbers have gone down
- d. EANS update
  - \$400,000 submission for 4<sup>th</sup> quarter
  - State will now take requests (so we are not out of funds from a money flow stand point)
  - Facts-Ed will funnel through EANS Funds
    - Librarians
    - Para Support
    - Counselors
    - 6 individuals said “yes” to move – can use funds towards Pride I debt
- e. CARES and GEERS final recap enclosed document – closed on June 30, 2022

#### 5. Other business

- By-Laws Review
  - Need to spend a few minutes reviewing standing committee roles
  - Accurate read on terms, chair, committee members, when member began term, provide new board members
  - Parish representation
  - Ad Hoc

- Attendance – By-laws should have outline regarding attendance by committee and /or chair
- Up to 8 non-board members on each committee
- Board member presence and experience will lead committee standard
- October 16<sup>th</sup> meeting will be attended by Fr. Crotty and Lexie
- Principals attend once a year
- Enrollment and Advancement to attend
- Agenda sent to principals

**6. Motion to adjourn**

- Motion to Adjourn – Fr. Tim Friedrichsen
- Seconded by – Bridget Breen
- All in favor – Aye
- Closing prayer – Fr. Tim Friedrichsen

**Next meeting Tuesday, August 16, 2022 at 5:00 p.m.**