



Board of Education Meeting Minutes
June 18, 2024
Administration Office

Member Present: Dan Kriener, Jennifer Rose Bass, Jacki Kelly, Rick Bertrand, Ben Uhl, Fr. David Esquillano, Fr. Brad Pelzel

Via Conference Call: Kelsey Schomaker

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

Staff Present: John Flanery, Marisa O'Connell

Guest: Laurie Dougherty, Director of Enrollment

1. Opening Prayer – 5:00 p.m. Fr. David Esquillano
2. Approval of May Board Meeting Minutes
 - Motion by: Jennifer Rose Bass
 - Seconded by: Fr. David Esquillano
 - All in Favor: Aye
3. Guest – Laurie Dougherty, Director of Enrollment, see hand out
 - Enrollment Process
 - Utilized new staggered enrollment process.
 - Group 1: Existing Families
 - Group 2: New Catholic Families
 - Group 3: New, Non-Catholic Families
 - The new enrollment process requiring the student cumulative file for principal approval has been challenging to manage.
 - Student/Teacher Ratio Caps Reviewed
 - Marketing Initiatives
 - Social media campaign
 - Digital Marketing campaign
 - Billboard campaign
 - Church Bulletins
 - Small group Open Houses starting in July to target elementary/middle school age students.
 - Spanish translation for all media and advertising
4. Committee Reports
 - a. Academics – Nick Hegarty
 - No meeting
 - b. Catholic Identity – Jacki Kelly
 - Hired Grace Johansen as Campus Minister
 - Director of Faith and Mission

- John and Jacki discussing position.
 - Colleges and high schools have had similar positions.
- Making Campus Ministry more cohesive by including middle school.
- c. Enrollment and Marketing – Jennifer Rose Bass – see attachment.
 - Will need to replace two committee members that have completed their terms.
 - Jennifer Rose Bass will finish her role as chair in approximately a year.
 - Upcoming Events
 - Hoopla scheduled for Wednesday, August 28th from 5:00-7:00 pm
 - Student Council to give High School tour every 30 minutes
 - PK/K meet and greet
- d. Finance – Nick Hegarty and Kelsey Schomaker - see attachments
 - Tuition Receivables
 - \$399,218 reduction in A/R
 - Parish Receivables – see attachments
 - Mater Dei and Cathedral of the Epiphany have completed payments for the fiscal year.
 - Debt Update
 - Officially paid off debt with the Diocese as of June 11, 2024. We are waiting for close-out documents from the Diocese.
 - Have obtained a 3.5 million dollar line of credit with Central Bank.
 - Also opened a money market account and a sweep to move balances as necessary.
 - Pride 1, 2, & 3 bank accounts at Central Bank will be closed.
 - Students on Enrollment Hold
 - 202 students are currently on hold compared to 194 at this time last year.
 - Parent Meetings
 - Approximately 1/3 of 110 households have been contacted to meet with Kelsey to discuss tuition payment contract.
 - ESA Update
 - Application due date is June 30, 2024
 - Currently have 929 designated ESAs. 850 ESAs were budgeted for next year.
 - Blackbaud Update
 - Working with Blackbaud to update family account information from Infinite Campus
 - Email from Blackbaud will be sent to families to set up username/password.
 - Email from Blackbaud to families to select payment plan.
- e. Leadership & Governance – Melissa Uhl
 - No meeting

5. President's Report

- a. Advancement – see documentation
 - Auction
 - Past three years have resulted in successful auction results.
 - Spirit of Heelan fund is at approximately \$204,000 with \$19,000 over goal.
 - All School Reunion
 - Well over 200 people registered to attend.
- b. Safety Grant
 - Anticipating funds to be spent in July and August towards following:
 - Security cameras in all buildings except Sacred Heart
 - High School does not have cameras in parking lot and perimeter of property.
 - Door alarms
 - John will look into receiving two hard bids for perimeter fence up to 11th street, tying into the Boys and Girls Club.
- c. Bus Update for 2024-25 School Year

- Based on research conducted by John and Kelsey, this is not a good time to buy buses. There is also a lack of available drivers.
 - John and Kelsey met with companies from South Dakota and Nebraska.
 - Nebraska company came in with a lower bid and will have drivers.
 - Any South Dakota route would require permission from Dakota Valley to run a bus in that district.
 - d. Technology Director and Managed Services
 - Jake Hawkins hired as Technology Director
 - Technology plan is to contract \$10,000 worth of work with Sterling Computers to move us through our transition from Thompson.
 - e. Open School Positions
 - High School has one outstanding math position open.
 - Holy Cross has 4th grade position open.
 - Mater Dei has PK and 6th – 8th ELA grade positions open.
 - Sacred Heart has K-8 EL position open.
 - f. Future of Inclusive Education in BHCS
 - Principals and John worked through questions regarding this area and will give a report next month to board.
 - BHCS schools will be as inclusive as possible.
 - Need to review whether our capabilities line up with student needs.
 - Are teachers trained to handle special needs?
 - Do public and private school expectations line up?
 - Are we taking away from other students' education in our efforts to be inclusive?
 - Rachel White hired as Director of Student Services
 - Fire Foundation
 - How does this organization fit into our future plans for inclusion?
 - Present 3-Step Process to Board
 - Have Fire Foundation representative attend board meeting.
 - Have a teacher also attend board meeting.
 - Are we equipped to support this process.
 - Put together a "vision" of what our school system is expected to do to support being inclusive.
 - g. Future Campus Expansion Options
 - Where do we look next?
 - Land Acquisition
 - Jennifer Rose Bass to look into land acquisition options.
 - h. 2024-2025 Meeting Dates – see attached
 - April 15, 2025 board meeting is during Holy week, so may need to re-schedule.
 - Board will vote during July 16, 2024 meeting whether or not to re-schedule.
6. Other Business
- Board personnel update from John
 - Recognition of Melissa Uhl, Fr. David Hemann and Dan Kriener for their contribution to the Board of Education.
 - Italy trip highlights
 - DLA custodial services will be discussed between John and Fr. David Esquillano
7. Motion to Adjourn – 6:43 p.m.
- Motion by: Jacki Kelly
 - Seconded by: Ben Uhl
 - All in Favor: Aye

Next meeting Tuesday, June 16, 2024 at 5:00 p.m.

