



Board of Education Meeting Minutes
July 15, 2025
Administration Office

Members Present: Joe Malsam, Jennifer Rose Bass, Jacki Kelly, Brent Olson, Rick Bertrand, Rhonda Bridges, Ben Uhl, Jessica Felix, Fr. Brad Pelzel

Absent Members: Fr. Tim Friedrichsen, Fr. Randy Schon, Fr. David Esquiliano, Dan Kriener

1. Opening Prayer – Fr. Brad Pelzel
2. Approval of June 17th Board Meeting Minutes
 - Motion by: Joe Malsam
 - Seconded by: Fr. Brad Pelzel
 - All in Favor: Aye
3. Committee Reports
 - a. Academics – Joe Malsam
 - No meeting until August
 - b. Catholic Identity – Jacki Kelly
 - No Meeting
 - c. Enrollment and Marketing – Jennifer Rose Bass - see attached minutes
 - First draft of annual report
 - Health of Heelan last year
 - Faith, Athletics, Finance reflected in annual report
 - Will email annual report to families (hard copies in office)
 - Hoopla scheduled for August 27
 - Nicole Hospers will join the committee in August
 - d. Finance - Kelsey Schomaker
 - Tuition receivables
 - Monthly reduction of A/R – \$49,658
 - Infinite Campus tuition receivables – net reduction \$6,684
 - \$110,000 sent to collections from noncompliance with signed contracts. Principals were informed of the students not returning to BHCS
 - Total number of families not returning – 3
 - Delinquent accounts - \$110,807
 - Parish Receivables – see attached
 - All parish receivables paid
 - Budget conversation around two of the buckets (see attachment for notes)
 - Grade school building expenses
 - Priests can use these funds at their discretion for the school buildings

- Grade school capital expenses
 - These are restricted funds that will funnel from BHCS
 - Defer to the priests for further conversation at a later date and/or August board meeting
 - Buckets should be finalized 90 days after end of fiscal year
- Nebraska and South Dakota Tuition
 - Out of state tuition committee met
 - 2026-27 tuition recommendation from committee attached and reviewed
 - Discussion will continue at future board meetings
- e. Leadership & Governance – Ben Uhl
 - No meeting

Welcome new board member, Holy Cross representative, Jessica Felix

4. President's Report

- a. Advancement - 2024-2025 see documentation
 - \$2.5 million raised by advancement this year
 - Auction fund-a-cause update
 - Parking lot to get paved by RJ Tide
 - ESA full paying families – target piece and traction
 - Advancement team working on this project
 - Gold Club Golf Outing
 - Friday, August 8 at Sioux City Country Club
 - Andy Foster is the contact person
- b. Enrollment updates – see report
 - Enrollment numbers – as of July 12th, 1645
 - Trying to increase PK & K enrollment
 - Communicate the enrollment process regarding transfer students to our existing families was suggested
 - ESA – 1375
 - Accounts on financial hold – 35
 - Prospective students – 90
 - New families are having difficulty getting copies of their student's cumulative files from other schools
- c. Staff updates
 - Open teaching/staff positions
 - Sacred Heart - teacher resigned this week
 - Sacred Heart – band director hired quickly
 - Sacred Heart – administrative assistant position resigned recently
 - Cathedral Dual Language – 2 additional teachers still needed
 - Technology position open
 - Director of Finance position
 - 5 employment agencies conducting searches
- d. Marian Hall update
 - 7 of 9 units will be occupied
 - No foundations classroom for the 25-26 school year
 - Christy Osborn – cleaning Marian Hall
 - Another washer and dryer will be installed
 - Fobs will be installed on front and back doors
- e. North lots – tennis courts update

- Mike Neswick and Jennifer Rose Bass provided a design
- Donor came in with \$100,000 towards project
- Donation will not come close to the cost of project.
 - Could take it down from 6 courts to 4 courts?
 - John will reach out to donor
 - Do we still want to buy lots?
- f. Strategic plan – administrative team’s work.
 - Board will need to come together in the next month for an evening of finalizing the plan
- g. 2025-2026 proposed meeting dates – December date still in question
- 5. Other Business
 - a. Board membership timeline
 - The board is now full
 - b. Board to vote for Jennifer Rose Bass as 2025-2026 Vice Chair
 - Motion by: Jacki Kelly
 - Seconded by: Joe Malsam
 - Opposed: Rick Bertrand and Ben Uhl
 - Remaining members in favor: Aye
 - c. Kelsey Schomaker recognition
- 6. Move to Executive Session: 6:40 pm
 - A. Motion by: Fr. Brad Pelzel
 - B. Seconded by: Jacki Kelly
 - C. All in Favor: Aye
- b. Move out of Executive Session: 6:43 pm
 - A. Motion by: Fr. Brad Pelzel
 - B. Seconded by: Brent Olson
 - C. All in Favor: Aye
- c. Move to Adjourn: 6:43 pm
 - A. Motion by: Fr. Brad Pelzel
 - B. Seconded by: Brent Olson
 - C. All in Favor: Aye

Next meeting Tuesday, August 19, 2025 at 5:00 p.m.