



Board of Education Meeting Minutes
October 21, 2025
Administration Office

Members Present: Jennifer Rose Bass, Jacki Kelly, Brent Olson, Rick Bertrand, Jessica Felix, Fr. Randy Schon, Dan Kriener, Fr. Brad Pelzel, Joe Malsam

Via Phone Conference: Fr. Tim Friedrichsen, Rhonda Bridges

Absent Members: Fr. David Esquiliano, Ben Uhl

Staff Members: John Flanery, DJ Faller, Marisa O'Connell, Mary Fischer

1. Opening Prayer – Fr. Randy Schon
2. Approval of September 16th, 2025 Board Meeting Minutes
 - Motion by: Fr. Randy Schon
 - Seconded by: Dan Kriener
 - All in Favor: Aye
3. Update from Mary Fischer, Mater Dei Principal
 - Mary Fischer has been in our school system for 36 years, 17 of those as a principal
 - There are 25-30 new students this year
 - Shared pictures of new students and said that they are great additions to our school system
 - School is enjoying more diversity with our students
 - Life Team – based around liturgical calendar with students involved in different activities
 - Thanksgiving
 - Students collect and deliver meals to needy families from Community Action Agency list
 - Christmas
 - Providing gifts for children from Community Action Agency list
 - Product pantry
 - School was asked if the “Life team” could collect paper products for the pantry
 - Book Club
 - The club is new this year for 3rd and 5th graders
 - Visitors to school include:
 - Catholic Radio
 - KTIV weather man came to read to classes
 - Ted Orzechowski (last Holocaust survivor from Iowa)
 - Sisters of St. Francis
 - Heelan High School Science class students came to read books on the “cell”
 - Teachers are educated in and are using the phonics program “UFLI” with positive results
 - Conducting preschool fine motor skill training
 - 5th – 8th graders have read 644 books this year already
4. Committee Reports
 - a. Academics – Joe Malsam, see attached

- A teacher attended the meeting then sent a follow-up email expressing her gratitude and appreciation to the committee for listening to her thoughts and opinions
- Improvement Model
 - Iowa tests are a snapshot of student success
 - FAST testing (beginning, middle and end of school year) is more on what is taught
 - Next meeting is December 10, 2025
- b. Catholic Identity – Jacki Kelly
 - No Meeting
- c. Enrollment and Marketing – Jennifer Rose Bass - see attached
 - Committee is gearing up for next round of enrollment
 - Discussed recruitment
 - Fr. Brad Pelzel thought parents coming to PTO were very committed to Catholic education
 - Nicole Hospers is leading the cause for bringing friends to meetings
 - Rick suggested to bring in families to do a 2-minute testimonial that would be on the BHCS website under the “We Felt Welcome” tab
 - Existing families that volunteer to share their contact information with new families so they have someone to reach out to for questions regarding sports, class schedules, assignments etc.
- d. Finance – DJ Faller, Brent Olson and John Flanery – see attached
 - Tuition receivables – Infinite Campus report
 - \$706,399.77
 - Parish Receivables – see attached
 - Iowa tuition rates - see attached projection forms from last year
 - 3 yr old program - \$6,500
 - PK non-preschool initiative - \$5,500
 - PK with preschool initiative - \$3,700
 - K-12 grades - \$10,500
 - Approval for tuition rates
 - Motion by: Rick Bertrand
 - Seconded by: Fr. Brad Pelzel
 - All in favor: Aye
 - Audit work and preparation
 - DJ met with individual from KRP accounting firm
 - DJ to meet with Finance team regarding tuition
 - Audit progress is slower than anticipated
 - Bucket conversation – Parish financial requests
 - Cathedral Epiphany Center
 - Needs new roof over the gym
 - Sacred Heart
 - Needs new roof
 - Priests are meeting on 10/22/25
 - Priests will discuss bucket process
 - Fr. Tim Friedrichsen believes funds should be based on how many students are in each center
 - Enrollment shows that not all students enrolled at a school belong to the parish
 - 2024-25 numbers are not finalized yet
 - Finance Committee meeting dates
 - John and DJ will get back to board regarding the dates
- e. Leadership & Governance – Ben Uhl
 - No meeting

5. President's Report

- Advancement – 2025-2026 – see documentation through August
 - Legacy Event – honoring 50+ years plus Bishops award winners
 - Honorees: Mary Kay Augustine, Brandon Burchard, Jennifer Clay, John Jorstad
 - Fall events
 - MLTF breakfast on October 22 at 9:00 am - cancelled
 - Low attendance response led to cancellation of breakfast
 - MLTF is a good tax benefit, but participation in the MLTF program has been impacted due to the ESA program and lower income tax in Iowa
 - Omaha event – November 19
 - Kansas City event – November 20
- Enrollment and ESA update
 - 1,343 ESA's for the fall
 - Received \$5,378,723.55 in ESA funds (1-3 students yet to be paid by state)
 - Demographics for 2025-2026 – see documentation
- Strategic plan
 - Finalized on October 14th and ready for dissemination
- ISASP scores for our schools – see documentation
 - Are there any other Dual Language schools in the state of Iowa that we can compare to our DLA?
 - John will investigate this topic in more depth
- Memorial Field lights and Walk of Faith update
 - Lights
 - Musco meeting last week
 - Possible June installation with Board and Diocesan approval
 - Underground work from transformers to lights is extensive
 - Walk of Faith
 - Waiting for final design from Doug Rose with Bacon Creek Design
 - City will be forwarding an RFP for the north parking lots
 - Mike Neswick will be working on an attractive drawing for that area
- Inclusive Education Initiative visits
 - Sioux Center Chrisitan (October 29)
 - Kansas City St. Michael the Archangel and St. Pius (November 12)
- Tech Team update
 - Added 2 additional tech people
 - Utilizing AEA dollars to cover cost of an AEA tech employee to work in the BHCS Administration building
 - Hired an employee to fill open spot in the IT Department
 - IT employee that was on leave has now returned to work
 - IT Department is currently fully staffed

6:10 p.m.

- Open Items
 - December board meeting date moved to Thursday, December 11th at 5:00 p.m.
 - John will be getting an updated estimate for decorative vs chain link fence for the high school
 - John checking with Kristen to see how the government lay off may impact the free/reduced lunch program

6:32 p.m.

- a. Motion to Adjourn: 6:32 p.m.
 - a. Motion by: Fr. Brad Pelzel
 - b. Seconded by: Brent Olson
 - c. All in Favor: Aye

Next meeting Tuesday, November 18, 2025 at 5:00 p.m.

