Minutes

Bergan Catholic School Board of Directors Meeting

#  *December 20, 2023 | 6:30 p.m. at Bergan Elementary Library*

#  *Meeting called to order by Chair Ryan Bojanski*

# In Attendance

Present: Ryan Bojanski, Elizabeth Borisow, Tom Wolf, Mandy Ostdiek, Dave Shrader, Terra Uhing, Dan Koenig and Rev. Walter Nolte

Absent: Todd Thomason

Guests in attendance: Genna Faulkner and Nichole Owsley

# Approval of Minutes and Agenda

* Minutes from the November 15th Board of Directors Meeting
* Agenda for the December Board of Directors Meeting
* ECEC Preschool & Childcare Discount Structure for Employees
* Financial Expenditure Policy

Motion to approve all the above made by Tom Wolf and seconded by Terra Uhing. All approved. Motion passed.

# Public Input

None

# Executive Session

Motion made to enter Executive Session began at 6:32 p.m. made by Terra Uhing and seconded by Dave Shrader.

Motion made to exit Executive Session at 6:48 p.m. made by Elizabeth Borisow and seconded by Tom Wolf.

# Reports

**School President Report: Dan Koenig**

Human Resources:

* Resignations - None
* Appointments - Angie Wallman, Elementary Para Educator
* Continue to see a need for volunteers for the following:
	+ Varsity & Lower-Level Athletics Clock & Scoreboard
	+ Elementary Lunch Volunteers
	+ Bus Drivers
	+ Substitute Teachers

Letters of Continued Employment

Koenig hand delivered Letters of Continued Employment for all Bergan Staff and Faculty on December 11th. The letter asks the staff members to consider their continued employment for the 2024-2025 school year and then sign their commitment for the next school year. These letters are due back to the President by Wednesday January 10, 2024.

Bergan High School Downtown Parking

Bergan continues to have parking issues when there are activity contests at the Gary D. Schmidt Gymnasium. The entire North Side of 3rd Street is labeled as “no parking during school and events” from Irving to Union. This area is needed for bus parking.

School Beacon

Koenig stated we are getting to the time of year when school gets canceled because of weather. We want to continue to communicate to the community about the importance of School Beacon. Through the School Beacon you will be informed of unplanned school closings, school delays/ early dismissals, or adjustments in activities schedules.

Upcoming Events

* Christmas Break - December 22- Jan 2
* End of 2nd Quarter Inservice - January 3
* 2nd Semester begins - January 4

Koenig discussed with the Board that Bergan is considering a new schedule to match Fremont High School’s schedule. This would create opportunities for our students to utilize resources and classes at Fremont High School. More to come on this at a future meeting.

**Administration Representative–Genna Faulkner, Director of the Early Childhood Education Center (ECEC)**

Faulkner announced that the ECEC increased numbers by four students in the past month.

The ECEC is offering an 8-week parenting class where once finished parents can earn a certificate.

The ECEC has recently been made aware that the DHHS is offering 2 new grants that could benefit the ECEC:

* Technology Grant – have completed and submitted their application.
* Renovation Grant for up to $250,000 – working on collecting data and will submit soon.

Human Resources

* ECEC is hiring for a full-time position and two part-time positions.
* ECEC is moving hours for employees to a four day week with ten hour days to help with closing of the ECEC at night.

**Parish Pastor/Campus Ministry Report: Rev. Walter Nolte**

First Reconciliations took place on November 26th.

Prayer team will meet with the 10th grade on December 21st. They pray in groups of three with one student at a time. They have found this to be very beneficial to the students.

Catholic School Week is coming up in January. It will be a week full of fun activities. On January 31st, we will have the Marian sisters from Lincoln visit both the elementary and the middle school/high school.

**Director of Operations Report: Nichole Owsley**

Human Resources

* One opening for the MS/HS Lunch Staff, part-time
* One opening for a part-time float to fill in where needed

The Opportunity Scholarships Act passed, and Nichole and her staff are working through the details. Donors can give to this but can’t specify Bergan to receive the funds. It will go to the greatest need in Nebraska. It will act as a tax credit for the donor.

Bergan has received a $25,000 donation to benefit the referral credit. The referral credit provides $1,000 to the individual who brought in the new student as well as $1,000 to the new family. Brett Meyer has been doing a great job bringing in new students and continues to work as we move into enrollment in the spring.

Updating the security system at Bergan is a work in progress and Owsley stated that they need to begin phase 1.

Looking into installing a digital scoreboard in the gym as there has been interest from numerous individuals and businesses in supporting activities throughout the year through this.

**Board Chair Report: Ryan Bojanski**

Bojanski visited the Fremont High School’s Career and Technical Education (CTE) building and said it was impressive.

Bojanski reminded the Board to update their bios for the website.

Catholic Schools Week is coming up and Bojanski would like to have the Board involved. The Board is working with the school to find ways that we can help with the week.

Bojanski attended a Bergan staff meeting and received great questions and a positive response to the teacher bonuses and new pay structure being implemented in the next school year.

**Mission Committee Report**

Report from December meeting attached

**Finance Committee Report**

Financialreport provided through October 31st, 2023.

# Discussion and Action Items

**Catholic Schools Week Events**

Catholic Schools Week is an annual celebration of Catholic education. Throughout the week Elementary and MS/HS students will participate in activities celebrating the parish, community, students, faith, vocations and faculty, staff, and volunteers. A few examples of activities are break the dress code days, students making cards for homebound/residents in care facilities, a talent show, and All School Mass. The Board reviewed the tentative schedule and plan to participate throughout the week.

**Knights of the Roundtable Nominations**

The Knights of the Roundtable honors individuals or businesses that have shown outstanding dedication to the continuation of Catholic education at Bergan. The Honorary Bergan Knight can be selected from past and present members of the Knights of the Round Table. Nominations can be accepted from anyone. Koenig asked for nominations by January 15th. These individuals will be recognized during Catholic Schools Week during the home basketball game.

**January Board Retreat & Intro President Review**

The Board decided to move the retreat from January to the May 22nd Board meeting. This will allow for reflection on the year and a focus on strategic planning.

President Review - the Executive Committee will complete the President Review in January and discuss with the Board in February. The results will be presented to the President in March.

**Recruitment & Admissions Plan**

There have been a few updates to the dates and time for enrollment and bringing students on campus. Re-enrollment is due on March 1st with an enrollment fee of $200 per family. After March 1st, the enrollment fee goes up to $300 per family. Koenig has asked for the Board to provide feedback and ideas on recruiting new students and the structure of the recruitment plan.

# Financial Report

A summary of financials through October was presented and reviewed by the Board.

Motion to approve financial as presented was made by Terra Uhing and seconded by Dave Shrader. All approved. Motion passed.

Mandy Ostdiek was absent.

# Closing

Closing prayer

Meeting adjourned at 8:08 p.m.

Next meeting January 24th at 6:30 p.m. at the Bergan Elementary School Library

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**Archbishop Bergan Catholic School exists to instill a passion, as exemplified by Christ, for faith, knowledge and service.**

**Archbishop Bergan Catholic School provides an exemplary Christ-centered education that develops the whole child through service, active learning and innovative instruction in order to achieve high expectations in a global community.**

**BERGAN CATHOLIC SCHOOL BOARD OF DIRECTORS MEETING AGENDA**

**WEDNESDAY DECEMBER 20, 2023    6:30PM**

**LIBRARY - BERGAN ELEMENTARY SCHOOL**

*Reminder:  While we are meeting please turn off your cell phones to help all be better engaged in the efforts of the Board of Directors.*

1. Call the Meeting to Order & Prayer
2. Roll Call
3. Consent Agenda

1.    Approval of the meeting Agenda

2.    Approval of the Minutes for the November 15th meeting

3.  Approval of ECEC Preschool & Childcare Discount Structure for Employees

4.  Approval of Financial Expenditure Policy

1. Public Input
2. Executive Session

1. Reports

1.     School President-  Admin Representative Genna Faulkner

2.   Pastor/ Director of Campus Ministry

3.   Director of Operations

4.   Board Chair

5.   Mission Committee Report

6.   Finance Committee Report

1. Action & Discussion Items

1.   Catholic Schools Week Events

2.   Knights of the Roundtable Nominations

3.   January Board Retreat & Intro President Review

4.   Recruitment & Admissions Plan

1. Finance Reports
2. Closing Prayer & Adjourn

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Bergan Catholic School Board of Directors

Committee Meeting Report

Committee: Mission Integration

Meeting date/time: December 5, 2023 7am

Attendance: Todd Thomason (Chair) Terra Uhing, Tom Wolf

Agenda Items:

1. Ideas for a Non-Board Member participant
2. Dr. Tim Davis has accepted and will be a part of our Mission Integration Subcommittee
3. Future meetings will be held on either Monday or Friday mornings so that we have full participation.
4. Ideas to engage school families with Parish Activities
5. Have a House each semester meet and greet at a Sunday Mass a couple of weeks prior to All School Mass and or prior to youth choir singing at Sunday Mass.
6. Possibly hand out fliers promoting our Thursday All School Mass?
7. Possibly hand out invites for families who have youth in choir to either a pancake feed or donuts following mass when youth choir sings?
8. Another idea was to have a House hand out Palms on Palm Sunday?

Unfinished business:

New business:

Future action steps:

1. Schedule our second semester meeting some time in Late January or early February 2024
2. Assign a House to follow through with some or all of these ideas we have for Second Semester 2024.  (St. George was an Idea to start with)
3. Schedule a Sunday for St. George to start the process.