Minutes

Bergan Catholic School Board of Directors Meeting

# *September 13, 2023 | 6:30 p.m. at Bergan High School*

# *Meeting called to order by Chair Ryan Bojanski*

# In Attendance

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

Guests in attendance: Nichole Owsley, Chris Rainforth

# Approval of Minutes and Agenda

Minutes from the August 16th Board of Directors Meeting and the September Board of Directors Meeting Agenda were approved and passed. Motion made by Dave Shrader and seconded by Todd Thomason.

# Public Input

None

# Reports

**School President Report: Dan Koenig**

* There have been two recent appointments:
  + Genna Faulkner as ECEC Director
  + Zeta Holcomb as Elementary Para Educator
* Bergan is looking to fill the position of full-time ECEC Lead Teacher and part-time ECEC Caregiver.
* Volunteers are still needed in the following areas:
  + Clock and scoreboard at athletic events
  + Elementary lunch
  + Bus driver and substitute teachers
* Bergan Catholic Homecoming week was a success and celebrated with dress up days, a pep rally, coronation, and dance. The Homecoming dance was well attended with all but six students attending.
* Service Day is organized by Michael Vanek. First semester will include individuals from grades 10-12 and second semester will include individuals from grades 7-9. LifeHouse, Open Door Mission, Heart Ministry Center, Siena Francis House, Hope of the Poor and the Salvation Army are a few of the locations they will serve.
* Staff Development - During 1:00pm dismissal days staff are focusing on innovative instruction and collaborative culture. Brett Meyer is leading staff through a series of sessions. This innovative instruction includes small groups with our teaching colleagues and the first two sessions will focus on “Building Positive Relationships with Students”. The goal is that this collaborative work will help with the overall success of our students.

**Middle/High School Principal Report: Chris Rainforth**

* The staff at the Middle School/High School has settled into the school year well.
* Rainforth emphasized it was a group effort to make Homecoming week run smoothly with so many activities.
* Set-up has begun for Bergan’s one-act play.
* Facilities – It’s been a busy year with a lot of home activities. Fremont Public Schools has let Bergan utilize the turf field at the Fremont Middle School for two JV football games. It will also be the site for the Elementary Track and Field Day in the spring.
* Booster Club Update:
  + Purchased another bus which allows for more flexibility with transportation.
  + It is the busiest time of the year for raising funds.
  + Golf Tournament had a record profit this year.

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

* There are currently 21 students signed up for Peer Ministry and there are still 2 more open spots. Father continues to pray that students feel pulled to fill these spots.
* The 7th grade retreat on September 7th was a success.
* The Senior Class prayer day took place on September 8th.
* The first Service Day of the year took place on September 14th. These days continue to be impactful to the students and the organizations they serve.
* Catholic Schools week will take place January 28-February 3.

**Finance Chair: Tom Wolf**

Does not have August finances yet. The Parish Finance committee will meet the week of September 18th and the Bergan Board of Directors Finance Subcommittee will meet in two weeks. Wolf will report back at the next full Board of Directors meeting.

**Director of Operations Report: Nichole Owsley**

* Owsley and her team continue to work on grants to support the needs at Bergan.
* Bergan Fund is not where they would like and have a lot of work ahead:
  + Goal for year is $400,000
  + $35,000 raised = 8% of goal
* The Bergan Board of Directors Advancement/Development Subcommittee will be meeting soon and will look at ways to add structure to the school fundraisers that take place throughout the year.
* Planning for the Knight Event is in full swing. The Knight Event will take place on November 17, 2023 and is the 30th annual Knight Event. Matt and Melanie Mueller are the Knight Event Planning Committee Chairs and have been highly involved in the process.
* Owsley and her team continue to reach out to donors and have conversations with our community businesses.
* Her team is looking at ways to welcome new families to Bergan and keep them involved with the school.

**Board Chair Report: Ryan Bojanski**

* Bojanski and Koenig will attend the upcoming September Parish Council meeting. It will provide an opportunity to gain a better understanding of the important work they do.
* Steve Narans will serve as a resource for the Board over the next few months. He will help guide the Board as we transition from an advisory to a limited jurisdiction Board.
* Bojanski expressed his gratitude to the Bergan staff for all their extra work during a busy Homecoming week.
* All standing subcommittees will meet in September and report back to at the next Board of Directors meeting in October.

# Discussion and Action Items

**Bergan Catholic Goals for the School Year**

Seven goals have been established for the Bergan President and staff in the following areas: People, Advancement, Service, and Knowledge. The Board of Directors and Bergan staff will continue to evaluate the goals and make changes as needed.

* Motion to approve the Bergan Catholic Goals for the 2023-24 School Year, Terra Uhing
* Second, Mandy Ostdiek
* All approved
* Motion passed

**Resolution protocol**

The resolution protocol serves as a problem-solving sequence to guide students and their families when a concern or grievance arises. This will be placed in the Family Handbook and shared with students and families. The 5-step process starts with talking to the teacher and ends with the Board of Directors Chairperson and Board if needed.

* Motion to approve the Bergan Catholic Resolution Protocol, Mandy Ostdiek
* Second, Dave Shrader
* All approved
* Motion passed

**Financial Expenditure Policy**

The Financial Expenditure Policy provides a protocol for staff at Bergan to follow with purchases. The Board of Directors briefly discussed the policy but will push back to the next meeting. The Board will review it prior to the next meeting where further discussion and a vote will take place. The Parish Finance Committee will review the policy as well.

**Future Board of Directors Meeting Dates**

An updated schedule of upcoming Board of Directors meetings was reviewed and approved by all Board members. The Board of Directors meetings have been moved from the second Wednesday of the month to the third Wednesday of each month, where possible.

**High School Roof Issues**

Conversations with the insurance company are ongoing. An update will be provided to the Board of Directors at the next meeting.

**2024-2025 Tuition**

Tuition rates were discussed, and conversations will continue over the next couple of months. Since the Board was previously an Advisory Board, this will be the first year that the Board will be involved in the tuition discussions along with the Parish Finance Committee. Gavin Guldenpfennig will attend the Parish Finance Committee meetings as the Bergan staff representative. Tuition rates will be determined by the end of the year.

**Boys & Girls High School Soccer Coop Sports Solution**

Arlington High School and Logan View High School have recently joined the High School Soccer Coop with Fremont High School and Archbishop Bergan.

* Motion to approve the additional schools to the Soccer Coop, Tom Wolf
* Second, Terra Uhing
* All approved
* Motion passed

# Financial Report

None

# Guest

None

# Executive Session Items

None

# Closing

Closing prayer, Rev. Walter Nolte

Meeting adjourned at 7:53 p.m.

Next meeting October 25, 2023 at 6:30 p.m. in the Saint Patrick Church Mary’s Room