Minutes

Bergan Catholic School Board of Directors Meeting

#  *March 27, 2024 | 6:30 p.m. at Bergan Elementary Library*

#  *Meeting called to order by Chair Ryan Bojanski*

# In Attendance

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

Absent: Terra Uhing

Guests in attendance: Genna Faulkner and Nichole Owsley

# Approval of Minutes and Agenda

Minutes from the February Board of Directors Meeting and the Agenda for the March Board of Directors Meeting were approved and passed. Motion made by Tom Wolf and seconded by Mandy Ostdiek. All approved. Motion passed.

# Public Input

None

# Executive Session

None

# Financial Report

Board reviewed the February financial report for Bergan Catholic School and motion made by Tom Wolf to approve as presented and seconded by Dave Shrader. All approved. Motion passed.

# Reports

**School President Report: Dan Koenig**

**Human Resources Update**

Resignations

1. None

Appointments

 1. Marcus Hurst, Parish & School Network Administrator/ Information Technology

 2. Middle/High School Social Studies/ Language Arts Instructor

 3. National Honor Society Sponsor

 4. One-Act Play Production Head Coach

Positions in process of being filled

1. Middle/High School Physical Education Instructor
2. Head High School Volleyball Coach

Positions yet to fill for the 2024-2025 School Year

 1. Middle/High School Student Services Secretary

 2. Middle/High School Spanish Instructor

 3. Assistant Middle School Volleyball Coach

**Teacher Professional Development Feedback**

Bergan Staff looked at the next steps identified through our Cognia Accreditation process and voted on the top items that they would like to see addressed.

1. Innovative Instruction through less teacher centered instruction and more learner centered instruction
2. 21st Century Learning skills in the classroom including Critical Thinking, Communication, Collaboration & Creativity
3. Creating a culture of Growth Mindset

Other items receiving consideration

1. Student Mental Health
2. Emotional Poverty
3. Diversity of Culture, Backgrounds & Abilities

Koenig stated that they will also be working on implementing Professional Learning Teams to discuss teaching pedagogy and individual student learning and performance. Professional development that will assist our school in improving reading across the curriculum will also be implemented.

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

**Grants:**

Faulkner shared the exciting news that the ECEC is the recipient of the Technology Access Program grant. This grant will provide a new laptop, desktop, 24-inch monitor, 10 tablets, a colored printer and other needed technology. They are waiting to hear about another award to help with other projects they would like to complete at the ECEC to help with the transition to accepting infants and toddlers. The ECEC has also applied to the Farm to School grant which would provide $3,000 for the 2024-25 school year. This would help ECEC focus on procurement, school gardens and education.

**Human Resources:**

* Hiring for a part-time afternoon closer
* 3 summer staff have been hired

Faulkner is currently working on the employee handbook and the family handbook which will provide important information to the ECEC employees and ECEC families.

The second week of April is the Week of the Young Child which celebrates early learning, young children, their teachers, families, and communities. ECEC will enjoy fun activities throughout the week.

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

**Sacraments**

* Confirmation on April 30
* First Communion was on March 17

**Retreats**

* 10th Grade Retreat on March 21, 2024

**Prayer Teams & Confessions**

* Chrism Mass: March 25, 2024

Easter Sunday 10 am Mass will have Bergan students welcoming parishioners in their House shirts. They will also hand out skittles following mass. Seats will be saved for them in the back near the baptismal font.

The 4th Sunday or Last Sunday of the month will be “House Day” at 10 am Mass. Potential free breakfast for students who participate.

Alpha Youth is coming April 25, 2024 to interview and film on location.

**Director of Operations Report: Nichole Owsley**

Owsley and her team have been spending a lot of time on federal funding and applying for grants. She will update us with the results at a future meeting.

The fundraising for the new scoreboard is going well. They are currently at $73,000 of the $120,000 goal. 50% of the final price of the scoreboard is required for a down payment. The Board discussed the benefit of moving forward with the down payment as all schools in the state of Nebraska will be required to have shot clocks for high school basketball moving forward. This will put us in a better position to have the scoreboard and shot clocks installed in a timely manner.

• Motion made to approve Nichole Owsley and her team making the down payment on the scoreboard provided we get approval from Parish Finance Committee and the Archdiocese of Omaha, Dave Shrader

• Seconded, Todd Thomason

• All approved

• Motion passed

**Board Chair Report: Ryan Bojanski**

Bojanski stated that the Board will have a longer May meeting so that we can do strategic planning following the regular scheduled meeting. The dates for upcoming meetings are as follows:

* June 5th – will be the May meeting and the Retreat
* June 26th – regular June Board meeting

Bojanski also discussed the Board’s involvement in the upcoming budget planning. The Board of Directors Finance Committee will review the budget at the beginning of May and make their suggestions. The Parish Council will review and approve the budget on May 16th. The Board Finance Committee will then bring the budget to the Board Meeting on June 5th for Board review and approval.

**Governance Committee Report**

Terra Uhing was unable to attend so Ryan Bojanski provided an update on the recent committee meeting. Uhing worked on documents to assist in the process of bringing on new Board members. They are saved on Google Docs under the folder titled “Documents for Reference”. These documents will assist in the process of adding new Board members. We are currently looking to possibly add two new members for the upcoming year.

At the end of May, we will do our annual Board assessment. Each Board member will do a self-assessment which will help determine how we are doing as a Board and if there is a need for adjustments or changes moving forward.

# Discussion and Action Items

1. **Shared Leadership Model between Bergan Catholic School Board of Directors, St. Patrick’s Parish Council, and St. Patrick’s Parish Finance Committee**

The Board discussed the benefit of having a formal outline of how the Board of Directors, Parish Council and Parish Finance Committee collaborate. Father Nolte stated he would like all committees to feel like they are heard and invested in what we do together. To help with this we will look at having key representatives at all levels in the school and parish. The plan will also create better communication. The Board will discuss this model further and will plan to take action at the next Board meeting.

1. **Code of Conduct for Extracurricular Activities**

A code of conduct is being created which will hold everyone accountable for behavior at extracurricular activities. Dan Koenig has shared a draft with coaches and received their feedback. The key stakeholders will meet to discuss the process and the code of conduct. This will include coaches, leadership team, Board members, parents, and students. The plan is to put this up for discussion and action at the May Boad meeting along with reviewing the Family Handbook.

1. **Introduction of the Wellness Policy for the Family Handbook to be approved in May 2024**

Wyatt Morse has been working on the Wellness Policy updates which are needed to meet the USDA requirements. The changes include updates to the goals and privacy of students. The Wellness Policy is attached.

• Motion made to approve the information presented in the Wellness Policy, Mandy Ostdiek

• Seconded, Elizabeth Borisow

• All approved

• Motion passed

# Closing

Closing prayer

Meeting adjourned at 7:48 p.m.

Next meeting April 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 MARCH 27, 2024    6:30PM**

**LIBRARY - BERGAN ELEMENTARY SCHOOL**

1. Call the Meeting to Order & Prayer

1. Roll Call

1. Consent Agenda

1.    Approval of the meeting Agenda

2.    Approval of the Minutes for the December meeting

1. Public Input

1. Executive Session

1. Finance Reports

1. Reports

1.    School President-  Admin Representative Genna Faulkner

2.   Pastor/ Director of Campus Ministry

3.   Director of Operations

4.   Board Chair

          5.   Governance Committee

1. Action & Discussion Items

1.   Shared Leadership Model between Board of Directors, Parish Council & Parish Finance Committee

2.   Code of Conduct for Extra Curricular Activities

3.   Introduction of Wellness Policy for the Family Handbook to be approved in May 2024

1. Closing Prayer & Adjourn



3/27/24

Board of Directors

President Report

Human Resources Update

Resignations     1.  None

Appointments

                         1.   Marcus Hurst, Parish & School Network Administrator/ Information Technology

 2.  Middle/High School Social Studies/ Language Arts Instructor

       3.  National Honor Society Sponsor

 4.  One-Act Play Production Head Coach

Positions in process of being filled

1. Middle/High School Physical Education Instructor
2. Head High School Volleyball Coach

Positions yet to fill for the 2024-2025 School Year

       1.  Middle/High School Student Services Secretary

       2.  Middle/High School Spanish Instructor

       3.  Assistant Middle School Volleyball Coach

Additional Volunteer or Work Grant Help Needed

1. Bus Drivers
2. Substitute Teachers

Teacher Professional Development Feedback

Recently, Bergan Staff looked at the “next steps” identified through our Cognia Accreditation process.  The staff voted on the top items that they would like to see addressed.  These items are ranked in voting order below…

1. Innovative Instruction through less teacher centered instruction and more learner centered instruction
2. 21st Century Learning skills in the Classroom including Critical Thinking, Communication, Collaboration & Creativity
3. Creating a culture of Growth Mindset

ALSO receiving consideration were…

         -Student Mental Health

         -Emotional Poverty

         -Diversity of Culture, Backgrounds & Abilities

Keep in mind that we also will be working on implementing Professional Learning Teams to discuss teaching pedagogy and individual student learning & performance.  We also plan on receiving some professional development that will assist our school in improving reading across the curriculum.

Special presentation by Bekka Allick

We will have a special presentation by current University of Nebraska Volleyball student/athlete Bekka Allick who will speak about her Catholic faith and relationship with Jesus.  This will take place on Friday April 5th for the Elementary & Middle/High School at 1:30pm at the Saint Patrick Catholic Church.  Bekka had recently presented to another local Catholic School and we were informed that it was a great message for our students to hear. This date is a $2 break the Dress Code day. Students can Break the Dress Code for $2 or if they wear Husker Apparel can Break the Dress Code for no charge.

There are only thirty four days left in the 2023-2024 school year.

Respectfully,

Dan Koenig

President

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Bergan Catholic School Board of Directors

Campus Ministry

March 27, 2024

**Sacraments**

Confirmation on April 30

First Communion was on March 17

**Retreats**

10th Grade Retreat on March 21, 2024

**Prayer Teams& Confessions**

Chrism Mass: March 25, 2024

 **Missions**

Ministry

Possible change in the way we do ministry/service days.

**Unfinished business:**

 Develop a clear pathway/strategy to discipleship for Bergan Students and Parents

**Future action steps:**

 Easter Sunday 10 am Mass Plans Update. Seats will be saved for them in the back near the baptismal font.

FYI

* Alpha Youth is coming April 25, 2024 to interview us/film on location.

Next FY, the 4th Sunday/Last Sunday of the month will be “House Day” at 10 am Mass. Potential free breakfast for students who participate.

WELLNESS POLICY

Archbishop Bergan Catholic School is committed to the optimal development of every student.  Archbishop Bergan Catholic School believes that for students to have the opportunity to achieve personal, academic, developmental and social success, specific efforts must be made in order for the students to be properly supported.  These efforts must create positive, safe and health-promoting learning environments at every level, in every setting, throughout the school year.  The Wellness Policy provides a framework for ensuring environments and opportunities for all students to practice and develop healthy eating and physical activity behaviors during the school day.  This policy outlines procedures to ensure that:  • Students will have access to healthy foods throughout the school in accordance with Federal and state nutrition standards. • Students receive quality nutrition education that helps them develop lifelong healthy eating habits.   • Students have opportunities to be physically active during the school day. • The school engages in nutrition and physical activity promotion and other activities that promote student wellness. • School staff are encouraged to practice healthy nutrition and physical activity in and out of school.    Nutrition Guidelines- School Meals; Archbishop Bergan Catholic School is committed to serving healthy meals to children and to meeting the nutrition needs of school children within their calorie requirements while providing adequate time (30 Minutes) for students to eat school meals.  Our school participates in the National School Lunch Program (NSLP) and we abide by the specific nutrition standard developed by this program.  Free water is available at lunch as well as fresh fruit and vegetable options that gives students varied healthy choice options.  Food and beverages that are not considered nutritious options will be refrained from use as a reward for student behavior and performance.  The lunchroom environment will incorporate the use of nutrition guidelines and healthy choice posters and banners to encourage students to make good choices.   Professional Standards- All nutrition program directors will meet or exceed annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. These school nutrition personnel will refer to the USDA professional standards for school nutrition professional’s website to search for training that meets their learning needs. Competitive Food and Beverages- To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the USDA SMART Snacks Nutrition Standards. Fundraising efforts will be in compliance with the SMART Snack Standards for any fundraising events involving foods and/or beverages sold to students within the school building, during the school day. The school day is defined as the period from the midnight before, to 30 minutes after the end of the official school day.  Students are not allowed to bring in outside food into the school during the school day.  Vending machines will either be turned off during the school day or be stocked with SMART Snack compliant items. - 55 -  Nutrition Education- Educating students on making nutritious choices is a priority at Archbishop Bergan Catholic School.  Healthy lifestyle choices including nutrition education curriculum are incorporated into the Physical Education courses. Nutrition Promotion- Archbishop Bergan Catholic School will promote healthy food and beverage choices for all students through the school campus, as well as encourage participation in the school meal programs. It is the intent of the Archbishop Bergan Catholic School to protect and promote student's health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the current Wellness Policy. Staff will be encouraged to model healthy eating habits in the presence of students.  Physical Education/Activity- All students in grades K-6 will receive 90 minutes of physical education per week.  The majority of 7th, 8th & 9th grade students receive 235 minutes of physical education per week.  10th, 11th & 12th grade students that are taking a physical education course receive 235 minutes of physical education per week. Physical Activity- Elementary school students will have a minimum of 20 minutes a day of supervised recess, preferably outdoors. In the event that the school must conduct indoor recess, teachers and staff will follow guidelines to ensure the students are active. Physical activity should not be used or withheld as punishment. Finally, opportunities for physical activity are recommended throughout all subject areas. Staff will be encouraged to serve as role models by being physically active alongside the students whenever feasible. Public Involvement- Archbishop Bergan Catholic School’s Positive Environment school improvement team will meet at least four times per year to establish goals for and oversee school health, safety policies, and overall school climate for both students and staff. This group is assigned by the school principal and includes school administration, school counselor, classroom teachers and para educators. Public Notification- Archbishop Bergan Catholic School’s Wellness Policy has been approved by the Bergan Board of Education and can be found on the school’s website www.berganknights.org  The Wellness Policy is included in the Student/Family Handbook each year as well.  This policy will be included each year in the Family Back to School Packets and electronically communicated to stakeholders yearly. Monitor and Evaluation Archbishop Bergan Catholic School will continue to review the success of the wellness policy at the conclusion of each school year. The policy will be updated and presented to the Bergan Board of Education for approval every three years.

Changes to meet USDA Requirements

**Goals**

-Enhance offerings at both buildings lunch including new fruit and vegetables as well as new main course menu offerings.

-Work to start and use a farm to school program

-Increase more fresh fruit and vegetable choices especially in the fall and spring.

-Continue to increase physical activity during the school day at both buildings

-Increase opportunities for students to be physically active after school who might not be involved in athletics.

-Create digital messaging on the importance of nutrition, physical activity, sleep and other topics related to student wellness.

**District takes steps to protect privacy of students who qualify for free or reduced priced meals.**

Lunch room supervisors will ensure to all students’ financial information is kept private at all times. This includes students who may qualify for free/reduced meals as well as students who may have a negative lunch balance. Bergan Catholic will provide emails to families in need of lunch money at various points throughout the year.

**Celebrations and Rewards**

Bergan Catholic encourages all snacks brought by students and or families for classroom parties or celebrations to meet the USDA Smart Snack in School Nutrition Standards. All snacks/food brought in must have an ingredient label on it or on file with the school office. Parents should check with the classroom teacher or the school office to ensure the classroom does not have any students who have food allergies. The use of food for rewards or celebrations should be limited.

Parents may send store bought unopened treats for the entire class for the student’s birthday, however, all store-bought treats must include the ingredients label. Please be mindful of other students in the classroom that may have food allergies or a medical condition (i.e. diabetes) that may prevent them from sharing in the celebration. Some alternative birthday treats include pencils, inexpensive notepads, etc. Please discuss plans with the teacher beforehand.