Minutes

Bergan Catholic School Board of Directors Meeting

# *December 18, 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, Dan Koenig and Rev. Walter Nolte

Absent: Mandy Ostdiek, Dave Shrader, Terra Uhing

Guests in attendance: Dr. Mary Ritzdorf and Chris Rainforth

# Approval of Minutes and Agenda

Minutes from the November Board of Directors Meeting and the Agenda for the December Board of Directors Meeting were approved and passed. Motion made by Tom Wolf, M.D. and seconded by Todd Thomason. All approved. Motion passed.

# Public Input

None

# Executive Session

None

# Financial Report

October YTD financials were provided through email to the Board of Directors two weeks prior to the meeting. There were no questions prior to the meeting or at the meeting about the financials. Ryan Bojanski requested that the P&L be included with the financials on the Board Google Drive as well. Motion made to approve the October 24/25 YTD Financials was made by Tom Wolf, M.D. and seconded by Elizabeth Borisow. All approved. Motion passed.

# Reports

**School President Report: Dan Koenig**

Human Resources Update

Resignations     1. None

Appointments       1.  None

Open Positions       1. Elementary Kitchen Supervisor

Additional Volunteer or Work Grant Help Needed

1. Bus Drivers

2. Substitute Teachers

National Catholic Schools Week

National Catholic Schools week is just around the corner.  This special week will take place from Sunday, January 26 through Saturday, February 1, 2025.  Each year we fill this week with fun events, dress up days and celebrations to help our kids be excited about attending a Catholic School and celebrate all things Bergan Catholic.

Nebraska Department of Education Rule 10 Compliance Visit

The Nebraska Department of Education will be visiting Bergan Catholic School on Wednesday February 12, 2025 for a Rule 10 Compliance Visit.  The Nebraska Department of Education will be looking to be sure that we are in compliance with a variety of areas ranging from the master schedule to school policies.

Administrator Teaching Roles for 2nd Semester

In the second semester of the 2024-2025 school year, Mr. Koenig, Mr. Rainforth and Mr. Moore will continue to teach courses at the high school level.  In addition, Mr. Koenig and Mr. Moore will facilitate Senior English during 1st & 5th period with instructional & curriculum assistance from Mrs. Dieckmann & Mrs. Guldenpfennig.

Dr. Mary Ritzdorf provided an update that the Elementary Parent Knights purchased new iPads for kindergarten to second grade which will help with Walk to Reading and other areas as we begin the second semester. She was very grateful for their generosity.

**School Admin Representative – Chris Rainforth**

Mr. Rainforth stated that it was a busy time of year as Bergan wraps up the 1st semester and going strong in the winter activities. There will be a mandatory moratorium from December 22-26 which means there will be no practice or interschool competition during this time. Bergan recently purchased a minibus for the ECEC. This will provide a much needed second bus as they transport students to and from the ECEC to the elementary school throughout the day.

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

Father Nolte stated their second 24:15 took place on the 1st Wednesday of December. It was well received by the Confirmation students, and they enjoyed hearing the stories shared by the older students. Father plans to meet 1 on 1 with every single student in the second semester to ask how the ministry team can help meet their needs.

Todd Thomason provided a brief update on a few of the outreach items they are working on to involve families from Bergan and other areas to volunteer at the church. They have asked Bergan families to volunteer at the Christmas Eve mass by welcoming families and helping with the mass.

**Director of Operations Report: Nichole Owsley**

Owsley stated that they are working on spending the COPS grant. We are the only district in NE to receive this grant which will help with glass coverings at the elementary where the windows are not bulletproof, purchasing bleed kits and panic buttons. In addition, all the doors at the MS/HS will be controlled access. They are working on getting vendors in to complete these projects. Owsley also stated that the Knight Event went well, and the final numbers will be available at the January Board meeting. See report for further updates for the Operations team.

**Board Chair Report: Ryan Bojanski**

Bojanski stated that the Board’s strategic plan is on the website and available for public view. We are still looking to expand the Board, and he will work on meeting with potential candidates after January. Bojanski asked the Board to send individuals that have interest to him in the next couple of weeks.

**Finance Committee Update: Tom Wolf, M.D.**

The Finance Committee met several times to discuss tuition and staff compensation for the 2025-2026 school year. Dr. Wolf presented the information to the Board and the proposed updates to tuition and compensation. Report is attached and items are listed in the action items below.

# Discussion and Action Items

1. **Tuition Rates for 2025-2026 School Year**

* Motion made to approve the 2025-2026 tuition amounts by grade level as presented in the PowerPoint, Elizabeth Borisow
* Seconded, Tom Wolfe, M.D.
* All approved
* Motion passed

1. **Staff Compensation for Contracted Staff**

* Motion made to approve a 3% salary increase to contracted staff for the 2025-2026 school year, Tom Wolf, M.D.
* Seconded, Todd Thomason
* All approved
* Motion passed

1. **Staff Compensation for Non-Contracted staff for the 2025-2026 School Year**

* Motion made to provide an increase for non-contracted staff of no more than a $26,516, including Early Childhood, Operations, Maintenance and Lunch Staff, for the 2025-2026 school year. Raises made on performance determined by Leadership, Tom Wolf, M.D.
* Seconded, Todd Thomason
* All approved
* Motion passed

1. **Compensation for Substitute Teachers**

* Motion made to increase pay for substitute teachers from $100 per day to $125 per day, Tom Wolf, M.D.
* Seconded, Ryan Bojanski
* All approved
* Motion passed

1. **Approval of 2025-2026 School Calendar**

The calendar was presented to the Board at the November Board meeting and the Board was asked to review prior to the December Board meeting.

* Motion made to approve the 2025-2026 School Calendar, Elizabeth Borisow
* Seconded, Todd Thomason
* All approved
* Motion passed

1. **Catholic Schools Week Knights of the Roundtable**

Koenig shared that he has received seven nominations for the Knights of the Roundtable and asked the Board to send additional nominations his way.

1. **School Uniform options with Dennis Uniform closing**

Bergan is looking for a new vendor to replace Dennis Uniform since they have closed. Elizabeth Borisow will lead a group of 3-4 individuals to select a new vendor and will provide an update at the January meeting.

# Closing

Closing prayer

Meeting adjourned at 7:59 p.m.

Next meeting January 22nd 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 18, 2024    6:30PM**

**LIBRARY - BERGAN ELEMENTARY SCHOOL**

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 meeting

1. Public Input
2. Executive Session
3. Finance Reports
4. Reports

1.   School President- Chris Rainforth Admin representative

2.   Pastor/ Director of Campus Ministry

3.   Director of Operations

4.   Board Chair

5.   Finance Committee Update

1. Action & Discussion Items

1.  Tuition Rates for 2025-2026 School Year

2.  Staff Compensation for 2025-2026 School Year

3.  Approval of 2025-2026 School Calendar

4.  Catholic Schools Week Knights of the Roundtable

5.  School Uniform options with Dennis Uniform closing

1. Closing Prayer & Adjourn

Next steps: January Board Meeting Topics-

-Admissions Plan & Dates

-Catholic Schools Week

-President Review

\*\*\*Reminder to be sure that Board Committees are meeting quarterly

12/18/2024

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Board of Directors

President Report

Human Resources Update

Resignations     1. None

Appointments           1.  None

Open Positions         1. Elementary Kitchen Supervisor

Additional Volunteer or Work Grant Help Needed

1. Bus Drivers

2. Substitute Teachers

National Catholic Schools Week

National Catholic Schools week is just around the corner.  This special week is celebrated at the end of January each year and will take place this year from Sunday January 26 through Saturday February 1, 2025.  Each year we fill this week with fun events, dress up days and celebrations to help our kids be excited about attending a Catholic School and celebrate all things Bergan Catholic.  This year we will have to do some creative scheduling as we have confirmed the scheduling of the Raptor United States Air Force Band on Friday January 31st.  This means we will sponsor our own coffee event as the Chamber can not host for us on this day.  We will put out a full schedule of events for CSW as we return to school for the second semester.

Nebraska Department of Education Rule 10 Compliance Visit

The Nebraska Department of Education will be visiting Bergan Catholic School on Wednesday February 12, 2025 for a Rule 10 Compliance Visit.  The Nebraska Department of Education will be looking to be sure that we are in compliance with the following items…

1.  Copies of each teacher’s weekly schedule and master schedule of all courses offered in the Middle/ High School.

2.  A list of all staff members including principal, guidance counselor, and media specialist

3.  Your school calendar for the 2024-2025 school year

4. Copies of the following school policies

003.05 -- Graduation Requirements in Policy or Handbook

004.01A-B -- Curriculum/Instructional Program

004.02B -- Kindergarten Admissions

004.02C -- K-6 Athletic Limitations

005.01A-D -- Assessment Plan

005.05 -- Student Assistance Process

007.06A -- Certificated Staff Evaluation Approval

010.01B -- Policy for Performance Reports

012.01B -- Policy on Instructional Hours

Administrator Teaching Roles for 2nd Semester

In the second semester of the 2024-2025 school year, Mr. Koenig, Mr. Rainforth & Mr. Moore will continue to teach courses at the high school level.  Mr. Koenig will go from teaching 1st & 2nd Period World History to teaching the same course during 7th & 8th Period.  Mr. Rainforth will move from teaching Theology 12 during 7th period to teaching it during 6th period.  Mr. Moore will move from teaching American Government during 4th period & World History during 5th period to just teaching Government during 3rd period.  Mr. Koenig and Mr. Moore will facilitate Senior English during 1st & 5th period with instructional & curriculum assistance from Mrs. Dieckmann & Mrs. Guldenpfennig.

Respectfully,

Dan Koenig

President

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Operations Overview:

Big Projects:

The roof at MS/HS's THIS PROJECT IS Almost done!

Started multiple calls and meetings with Rainwood to focus on each step of the Campaign Spending the COPS grant

Securing Title Funding and ensuring we have a plan

Recap Knight Event and get all expenses in so we can see the final numbers

HR/Accounts Receivable PT to start this month

**Admissions**

● Unfortunately, I got behind on the Spanish recruitment and that is now the center of my

attention. Currently working on marketing materials and continuous improvements to the

website.

● Heading into the semester break, there will be a renewed effort on mid-term transfers. At

this point I only have one confirmed transfer at semester and one addition in Pre K.

● Dan and I are looking at the winter blitz of open houses and re-enrollment. This will be our second year of being 100% online for re-enrollment. The good news is that it is ready to go

for 2025.

● Growth - I continue to look for opportunities for growth in recruitment, outreach and

retention. This will be of particular importance for me going into the second semester.

● Evaluation - along with growth I’m constantly evaluating what I’m doing and ways I can

improve. Data collection continues to be my shortfall. On a positive note, the newly

admitted student form was well received.

● 24:15 continues to gain traction. With just two now completed, the interest in participation

from our current students continues to grow. This is a great opportunity to engage current

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**Alumni Strategy/Bergan Fund**

● **Alumni Engagement:** Monthly Alumni Newsletter emailed to all, mailed to 50s, 60s, & 70s, letters to respective classes when a classmate passes away, Re-engage Alumni board and help establish a distinguished alumni award and help update alumni contact information, monthly alumni spotlights on social media and in the newsletter starting December, monthly

connects with alumni with high propensity to give

● **Bergan Fund:** the Bergan Fund ‘kick-off’ mailer went out the week of Nov 25, written thank yous to donors as they give, will establish a list of those who gave last calendar year's 4th quarter who have not given yet and connect with them in December, putting together a ‘12 Days of Christmas Giving’ campaign to encourage giving prior to year end - including a postcard to 50s, 60s, & 70s

● **Parish:** St Patrick Annual Appeal - written thank yous to SPAA donors, Stewardship Sunday weekly email, Re-engage the Order of the Golden Shamrock & Codicil Club groups, Calendar Raffle selling underway

● **Knight Event:** Thank yous written

**Business Partners & Community Relations**

● Touching base with all business partners before year-end. Thanking them for a great 2024, and keeping the door open for conversations in 2025.

● Mailing out THANK YOU’S to all Knight Event Underwriters

● Making sure all winning bidders get connected with their items (or people who donated their items).

● Making sure reservations are made for those non-tangible items (front row at mass, etc.)

**Marketing and Communications Update:**

● Getting more footage of classroom stuff now that Knight Event is over.

● Boosting content for a Bergan Fund push and Admissions push.

● Making content for open houses and re-enrollment.

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Maintenance Priority Projects

● Finishing MS/HS Roof

● Training Custodial Help

● Christmas Break Projects for Elementary/High School

● Water damage at the Church, paint/drywall

IT Priority Projects

● Firewalls

○ Both firewalls are configured and the VPN configuration is complete. Certificates will be added to the group policy, Google, and individual devices (Apple), and

installation will be slated over Christmas break.

● Network Upgrades at School/ECEC

○ HS is 100% complete from a hardware perspective (sans firewall). EM is 100% complete from a hardware perspective and new fiber runs (sans firewall). ECEC Flynn building has the switches upgraded. Still need to pull fiber and install

hardware in the ECEC main area and upgrade access points.

● Ticket System

○ Have a server in place running iTop. (https://support.berganknights.net). Not ready for primetime yet. Might be seeking another package as configuration and testing is not panning out in the way that I was wanting.

● Cloud Proposal for office

○ The proposal is to move files currently located on the server in the basement to the cloud (SharePoint) to remove that dependency on the server and the need for a VPN at the office. Working on a plan of attack for this. Slating this to be done over Christmas break.

○ Replace desktops with laptops/docking stations for those that VPN to the office and remote desktops to their desktops when needing to work from home.

Laptops and docking stations have been procured. Working with individuals to start migrating their data over. One down and three to go. Slated for January

post-Christmas season.

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Description automatically generated● Wireless AirFiber between HS and ECEC building

○ Need to reach out to Curtis at GP to kick off.

**GUIDELINES FOR ARCHBISHOP BERGAN CATHOLIC SCHOOL HONORARY KNIGHTS OF THE ROUND TABLE**

In order to honor those people who have shown outstanding dedication to the continuation of Catholic education at Archbishop Bergan Catholic School, we established the Knights of the Round Table and the Honorary Bergan Knight Awards.

These awards will be given annually during Catholic Schools Week.  The Honorary Bergan Knight can be selected from past and present members of the Knights of the Round Table.

These selections are based on the following criteria:

1. Nominee supports the philosophy, goals, and objectives of Archbishop Bergan Catholic School.

2. Nominee may be (has been) a professional employee or volunteer, or a non-professional employee or volunteer, or a significant contributor to the educational mission of Archbishop Bergan Catholic School.

3 Nominee must give (has given) evidence of superior talent, skill, or competency which contributes (has contributed) in an outstanding way to the quality of educational opportunity at Archbishop Bergan Catholic School.

4. Nominee has rendered service to Catholic education such as:

a. Committee Work

b. Volunteer

c. Support Organizations

d. Substantial Financial Support

e. Outstanding Employee Service

NOMINATION PROCEDURE

All nominations must be submitted to the Principal of Archbishop Bergan Catholic. Nominations will be accepted from anyone.  Nominations will be called for through the St. Patrick’s Parish Bulletin.  Organizations (Faculty/Staff, Bergan Board of Education, Parish Council) will be solicited for nominations.

Deadline for nominations will be the Monday in January before Catholic Schools Week.

Previous recipients are listed below:

KNIGHTS OF THE ROUND TABLE:

\* Denotes Knight of the Year

1986 - Mary Mahlberg\*

1987 - Mae Morrissey \*

1987 - Loretta Vance

1987 - Gerhold Concrete Products

1987 - Lorraine Kallhoff

1988 - Gary Schmidt\*

1988 - Don Emanuel

1988 - Margaret (Muzzy) Barton

1989 - Neil Feser \*   1995

1989 - Richard Vance

1989 - John Tharp

1989 - Jan Ortmeier\*

1990 - Joe Vojtech\*

1990 - Leona Kasel

1990 - Sandra Wiebold

1990 - Dorothy Cajka

1991 - Tom Stover

1991 - Sr. Elizabeth Ruskamp\*   1994

1991 - Fr. Charles Swanson\*

1991 - Joe Cajka

1991 - Jerry Mahlberg

1991 - Robert Vance, Sr.

1992 - Pete Dahlhauser \*   1993

1992 - Harvey Hunke\*

1992 - Rita Stieren

1992 - Bob Warner

1992 - Joe Wojtkiewicz

1993 - Walter Day

1993 - Richard Foxhoven   1999\*

1993 - John E. Gibney

1993 - Carol Slupe

1993 - Dianne Vyhlidal

1994 - Sr. Elizabeth Ruskamp\*

1994 - Steve Kneifl

1994 - Patricia Kassmeier

1994 - Robert Hegemann

1994 - Betty Feldhaus   2000\*

1994 - Renee Bittner

1995 - Kitty Micek

1995 - Elaine Moore

1995 - Paige Beard

1995 - Walt Shacklett

1995 - Jay Berry

1995 - Lawrence & Etta Emanuel

1995 - JoAnn Kassmeier

1996 - Randy Eikmeier\*

1996 - John Blide

1996 - Dan Mueller

1996 - Marilyn Austin

1996 - Juanita Henderson

1996 - Mary Baum

1997 - Don Evert\*

1997 - Bob Brown

1997 - Renee Brown

1997 - Ranae Rogers

1997 - Fr. Frank Lordemann

1997 - Marie Peatrowsky

1997 - Sue Wewel

1998 - Msgr. John Flynn\*

1998 - Kory Miller

1998 - Deanne Wieneke & Gene Wieneke

1998 - Paul Meister & Lee Meister

1998 - Jim Feldhaus

1998 - Marilyn Olson

1998 - Vic Henry

1999 - Amy Brandert

1999 - Lloyd Brooks

1999 - Larry Kreikemeier

1999 - Shirley Kreikemeier

1999 - Rob Kreikemeier

1999 - Marci McElroy

1999 - Jean Muller

1999 - Judy Nelson

1999 - Carol Schmidt

2000 – Charlie & Mary Lou Diers

2000 - Betty Feldhaus\*

2000 - Nancy Knoell

2000 - Joanne Leriger

2000 - Steve Narans

2000 - Jacqueline Roumph

2000 - Darlene Saeger

2000 – Gene & Peg Steffensmeier

2000 - Cindy Uhlik

2001 - Diane Vyhlidal\*

2001 - Jeanne Boesch

2001 - Michelle Emanuel

2001 - Mike Emanuel

2001 - Nick Herrman

2001 - Fr. Owen Korte

2001 - Kathy Molle

2001 - Julie O’Hanlon

2001 - Sherry Thompson

2001 - Toni Vering

2001 - Sue Wilcynski

2002 - Judi Boggy

2002 - Amy Brandert

2002 - Mary Coday

2002 - Tom Coday

2002 - Jerry Delaney

2002 - Allan Kassmeier

2002 - Steve Kneifl\*

2002 - Helen Krause

2002 - Larry Moore

2002 - Jeff Rump

2002 - Debbie Rump

2003 - Brad Anderson & Sue Anderson

2003 - Tom Brown\*

2003 - Tom Kimminau

2003 - Lisa Leatherbury

2003 - Jan Stieren

2004 - Dan Boesch

2004 - Katherine Griffen\*

2004 - Doreen Kaspar

2004 - Diana Meiergerd

2004 - Brad Porter & Mary Porter

2004 - Andree Towey & Don Towey

2005 - Ron Beacom

2005 - Kate Hurst & Marcus Hurst

2005 - Beth Johns & Jeff Johns

2005 - Allan Kassmeier\*

2005 - Diane Swanson & Scott Swanson

2005 - Jim Wewel & Jodi Wewel

2005 - Dan Wiesen & Kathy Wiesen

2006 – Dottie Anderson

2006 – Jeanne Boesch\*

2006 – Monte Brown & Jenise Brown

2006 – Roger Goree & Rita Goree

2006 – Micky Jacobs

2006 – Sue Kassmeier

2006 – Roger Ortmeier

2006 – Lynnette Sellon

2006 – Jeff Wilmes & Beth Wilmes

2007 – Brad Anderson\*

2007 – Rick Leonard

2007 – Gary & Sandy Liekhus

2007 – Todd & Judy Miles

2007 – Shannon Morrissey

2007 – Chris Rainforth

2007 – Chris & Lynne Walz

2008 – Ruth & Marlin Binnebose

2008 – Karie & Lyle Boggs

2008 – Duane Johnson

2008 – Knights of Columbus

2008 – Melinda Madsen

2008 – James Meiergerd

2008 – Chris Paulson

2008 – Lynnette Sellon\*

2009 – Julie Diers

2009 – Jeff Engel

2009 – Mary Glowacki

2009 – Elaine Moore\*

2009 – Jane Rasmussen

2009 – Les & Koni Shallberg

2009 – Matt & Julie Sleister

2009 – Pat Wendt

2010 – Tim Burger

2010 – Ronda Burger

2010 – Bill Ekeler

2010 – Heather Ekeler

2010 – Terry Kempf

2010 – Fr. Owen Korte\*

2010 – Jan Leslie

2010 – Kim Mruz

2010 – Scott Painter

2011 – Kurt Bottorff

2011 – Christy Conrad

2011 – Mike & Kim Dieckmann

2011 – Mary Beth Hilbers

2011 – Micky Jacobs\*

2011 – Joe Uhlik

2014 – Fr. Dave Belt\*

2014 – Ryan Bojanski

2014 – Sue Engel

2014 – T. J. Folkers

2014 – Jeremy Karmann

2014 – Fr. James Keiter\*

2014 – Phil Lutz

2014 – Don Ortmeier

2014 – Kerri Pentel

2014 – Bill Vobejda

2014 – Joan Vobejda

2015 – Larry & Pat Fisher

2015 – Karl Fryklind

2015 – Dave Mendlik

2015 – Joan Tainter

2015 – Dennis & Jacque Witthuhn

2015 – Joe Wojtkiewicz\*

2016 – MaryLynne Bolden

2016 – John Prauner

2016 – Curtis Marolf

2016 – Lori McIntyre

2016 – Tabitha Sheets

2016 – Wendy Kerkaert

2016 – Marcus & Kate Hurst\*

2017 – Becky Dahlhauser

2017 – Angie Kempf

2017 – Terry Kempf

2017 – Chris Janke

2017 – Kris Janke

2017 – Jessica Koenig

2017 – Seth Mruz

2017 – Shalynn O’Neill

2017 – Kristi Sendgraff

2017 – Paul Sendgraff

2017 – Charlie & Mary Lou Diers\*

2018 – Steve Gossett

2018 – Jill Gossett

2018 – Gene Kassmeier

2018 – Misti Wolf

2018 – Jeremy Murman

2018 – Matt Mueller

2018 – Therese Hoyle

2018 – Bonnie Nebuda

2018 – Les & Koni Shallberg\*

2019 – Karl Fryklind

2019 – Andrea Ridder

2019 – Rich Roeder

2019 – Wyatt Morse

2019 – Dave & Mary Shrader

2019 – Jeff & Beth Wilmes\*

2020 – Tad Dinkins

2020 – Chris Kabes

2020 – Karen Kortan

2020 – Jennifer Powers

2020 – Rich Ray

2020 – Lyle & Karie Boggs\*

2021 – Brock Rogers

2021 – Deb Kingston

2021 – Pat Brannen

2021 – Fr. Walter Nolte

2021 – Doug Moore

2021 – Jim & Kim Peitzmeier

2021 – Papa Trucking & Grading

2021 – Knights of Columbus #1497\*

2022 – Nate Pribnow

2022 – Brenda Kohl

2022 – Dan & Cheryl Koenig

2022 – Nichole Owsley

2022 – Cindy Nielsen

2022 – Terry & Janice Nosal

2022 – Jake Herre

2022 – Lynn Dinkins

2022 – Chris Rainforth\*

2023 – Katie & Phinehas, Comfort Dogs

2023 – Dawn Gilfry

2023 – Brett Meyer

2023 – Carly Gross

2023 – Jan Boyer

2023 – Toni Dean

2023 – Patti Bowman

2023 – Mark & Mary Ann Snelson

2023 – Ryan Mlnarik

2023 – Pat Brannen\*

2024 – Sarah Kellogg

2024 – Mandy Ostdiek

2024 – John Faulkner

2024 – Ken Mace

2024 – Amy Cone

2024 – Christina Pieper

2024 – Katie Nielsen

2024-  Tom Wolf

2024 – Deanna Rogers

2024 – Judy Miles\*

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**Committee Meeting Report**

Committee: Finance

Meeting date/time: Wednesday, December 11, 2024 6:30pm

Attendance: Tom Wolf (Chair),  Ryan Bojanski, Mandy Ostdiek, Gavin Guldenpfennig (Staff Rep), Dan Koenig, Nichole Owsley

Agenda Items:

1. Review October Financial Report

Summary & communication process is working well now that we have updated the process.  Knight Event was adequate in the area of fundraising.  It was not as fruitful as last year, which was a record year.  There was a $500,000 Budget which we fell short of.  Nichole anticipates being $100,000 under budget.  Still waiting on some expenses to come through and be reimbursed.  Income from Knight Event just shy of $400,000?  Bergan Fund is still low, but there is a plan to address the current shortfall.  More checks are coming in.  Tom asked about alumni being challenged to be able to raise more for the Bergan Fund.  There was a class challenge for the Scoreboard but it did not do well.  Nichole states that our donor base responds well to matches rather than class challenges.  Idea of sponsoring a student as a challenge to donors?  Big Give will take place in May and will boost the total.

1. Review Agenda Items & Unfinished Business from October Meeting
2. 2025-2026 Salaries & Benefits

     Nichole has created a salary pay scale chart with a 3.5% increase.

A table with numbers and letters

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BOLD CATEGORIES CURRENTLY DO NOT EXIST , JUST A VISUAL AS AN EXAMPLE

Considerations-     -3.5% Increase on scale ….  also create a 4% increase scale

-2 less contract days

-Longevity Bonus - every 5 years get a monetary bonus that begins at $1000 and increases $500 each 5 years

-Less time in Professional development meetings ½ time?

-Consider adding one more level to the bottom of the pay scale

-no additional hires other than replacing teaching positions

1. 2025-2026 Tuition

Trinity Tuition rates

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BERGAN CATHOLIC 2024-2025 Tuition Rates

|  |  |  |
| --- | --- | --- |
| **Grades** | **Annual Cost** | **12 monthly payments** |
| 9th - 12th Grade | $6,600 | $550 per month |
| 7th - 8th Grade | $5,750 | $480 per month |
| 5th - 6th Grade | $5,200 | $434 per month |
| Kindergarten - 4th Grade | $4,500 | $375 per month |
| Pre-Kindergarten | $2,625 | $219 per month |
| Preschool Mon/Wed/Fri | $1,375 | $115 per month |
| Preschool Tue/Thur | $1,150 | $96 per month |

5% Increase

BERGAN CATHOLIC 2025-2026 Tuition Rates

|  |  |  |
| --- | --- | --- |
| **Grades** | **Annual Cost** | **12 monthly payments** |
| 9th - 12th Grade | $6,925 | $577 per month |
| 7th - 8th Grade | $6,025 | $502 per month |
| 5th - 6th Grade | $5,450 | $454 per month |
| Kindergarten - 4th Grade | $4,725 | $394 per month |
| Pre-Kindergarten | $2,750 | $230 per month |
| Preschool Mon/Wed/Fri | $1,440 | $160 per month |
| Preschool Tue/Thur | $1,260 | $140 per month |

*Ryan Bojanski looks at the rubric to help gauge what type of increase to consider.*

A graph of a budget

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*Advancement- Below Budget*

*Enrollment- At Budget*

*Church Revenue-  Above Budget    =    We fall right in the middle for projections.*

*Tuition Increase = Bigger Increase*

*Salary Increase = Moderate Increase*

EVERY 1% that we increase brings in an additional $26,400

1. FAMILY ENROLLMENT FEE

Keep Enrollment Fee at $200.  Communicate that we are not raising the fee.

If families have a problem paying their enrollment fee, talk to Stacie or Nichole to roll it into your monthly payment plan.

1. 2025-2026 SUBSTITUTE RATES

Currently $100 a day.  This falls way short.  Increase to $125.  Evaluate this each year.

1. Opportunity Scholarship based on Election results

                 Up to $30,000 to spend and we will promote to our families during reenrollment.

This all goes through OSN.  Focus on new families first to gain enrollment.

Unfinished business: email from Nichole & Dan and taking an email vote

Approval of recommendations for the Board of Directors

Bring recommendations to the Parish Finance Committee to approve

New business:

Future action steps:

1. Next meeting for Finance Committee tentatively plan for 4th quarter to discuss administration increases.  Be sure to look over Guidance Counselor and ECEC Director Compensation packages.
2. Nichole & Dan will put together ideas and send 3.5% 4% Staff Increases

Longevity Bonus

1 Year added to the pay scale

Financial impact of going from $100 to $125 on substitute pay.