

BILLINGS CATHOLIC SCHOOLS BOARD MEETING

January 5th, 2022

4:00 PM

St. Pat's BCS/BCSF Conference Room

Minutes

OPENING – This meeting will be recorded

Opening Prayer	Fr. Steve
Attendance	Rick McCann, Joe Sylvester, Nate Haney, Fr. Steve Zabrocki, Jason Mueller, Shaun Harrington, Angel Turoski, Jenn Beckwith, Bobby Beers, Lisa Bruno, Donovan Kelly, Toby Maack, Brittney Souza, Stella Ziegler, Michelle Trafton, Kathy Harris. Guests – See Sign in sheet for public comment guests
Approval of Minutes	Minutes from 12/15/21
Public Comment Period	Rick
COVID Data	<ul style="list-style-type: none">• UHC Data Charts –• BCS Data – thru 12/22/21
Ad Hoc Committees	<ul style="list-style-type: none">• COVID Advisory Committee – Nate<ul style="list-style-type: none">▪ Meeting on the 22nd they discussed the survey.▪ Shaun shared at that meeting the indicators were going the right direction to go back to masking optional.▪ Meeting has been discussed for next week – but concerns about Shaun leaving and no longer having an admin have surfaced.▪ Next meeting will need to be rescheduled due to a conflict with Business Committee special meeting.• President Search – Joe<ul style="list-style-type: none">▪ Over holidays Joe reached out to HDR for additional candidates.▪ Feb. 3rd will be the next date for interviews – they have a couple they want to bring back.▪ Interview questions from HDR should be coming soon.

COMMITTEES AND TASK FORCE REPORTS

Business Committee Next meeting: 01/04/22 and 01/18/22, 4:00PM Boardroom/Virtual	Nate/Joe and Shaun <u>Final Approval Items</u> <ul style="list-style-type: none">• July & August Financials adjusted<ul style="list-style-type: none">○ Not ready at this time.• September<ul style="list-style-type: none">○ September financials were presented at meeting last night and provided to board members.○ Recommendation from committee is to approve financials.○ Nate made motion to approve financials as presented, Donovan 2nd, all in favor, motion passed.• 19-20 Audit Approval<ul style="list-style-type: none">○ Corrections and suggestions have been okayed from Auditors.
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	<ul style="list-style-type: none"> ○ Gergen Trust to be reported quarterly. ○ Revenue for PPP loan has been adjusted to be shown in the year it was forgiven. ○ Nate made motion to approve audit as presented, Joe 2nd, all in favor, motion passed. <p><u>Discussion and Updates</u></p> <ul style="list-style-type: none"> ● PPP 2 Forgiveness <ul style="list-style-type: none"> ○ PPP2 Loan was forgiven, and document was disseminated and has been filed at BCS. ● Bank Fees <ul style="list-style-type: none"> ○ Shaun, Russ & Leah have been meeting with SchoolAdmin to compare the rates between them and using Smart Tuition. ○ SchoolAdmin is cheaper and they have applications that Smart Tuition doesn't. This will allow for more flexibility and will be cost saving. ○ SchoolAdmin uses STRIPE for the credit card fees which would lead us to possibly use STRIPE for bank fees. <p><u>New business</u></p> <ul style="list-style-type: none"> ● Personnel Compensation <ul style="list-style-type: none"> ○ Shaun and Dulcey are working on this and will come back with a recommendation once numbers are finalized/confirmed. ● Budget 22-23 <ul style="list-style-type: none"> ○ Preliminary discussion started at Business meeting last night. Beginning numbers have been discussed. ○ Budget needs to be set so that tuition is in place – which needs to happen ASAP due to registration opening. ○ Special Business meeting will be held the 11th @5pm to move forward with setting the budget and move to approval the week after. ● Recommended rates for increasing ECE cost were presented. <ul style="list-style-type: none"> ○ Nate made motion and Bobby 2nd to approve the ECE rates presented for 22-23, motion carries.
<p>Strategic Enrollment No Meeting Next Meeting: 01/11/22 – BCS Conference Room – 4:00PM</p>	<p>Brittany</p> <p><u>Final Approval Items</u></p> <ul style="list-style-type: none"> ● <p><u>Discussion and Updates</u></p> <ul style="list-style-type: none"> ● Meeting will be held next week. Will likely be moving to Mondays.
<p>Education Next meeting: Pending</p>	<p>Jenn/Danielle</p> <p><u>Final Approval Items</u></p> <ul style="list-style-type: none"> ● <p><u>Discussion and Updates</u></p> <ul style="list-style-type: none"> ● Meeting next Wednesday to start discussing a science program – teachers will be involved to discuss needs/wants. This will be the Mayfair special project. ● Accreditation is moving along well.

	<ul style="list-style-type: none"> • Winter MAP testing starts in 2 weeks. • New line boards ordered from the grant Angel and Danielle worked on should arrive in next week and staff will be trained during the January PIR days.
Technology Next meeting: Pending	Toby/Bruce <u>Final Approval Items</u> <ul style="list-style-type: none"> • <u>Discussion and Updates</u> <ul style="list-style-type: none"> • Bruce got all UPS' bought and installed. • Over the break Bruce got more maintenance things handled. All went well and is up to par as needed. • NewLine boards are arriving soon.
Catholic Culture Next meeting: Pending	<u>Final Approval Items</u> <ul style="list-style-type: none"> • <u>Discussion and Updates</u> <ul style="list-style-type: none"> • <i>Still need to fill a committee chair.</i>
Facilities Task Force Next meeting: Pending	Joe <u>Final Approval Items</u> <ul style="list-style-type: none"> • <u>Discussion and Updates</u> <ul style="list-style-type: none"> • Broadwater Properties Sale <ul style="list-style-type: none"> ○ Offer has been accepted for 41 Broadwater for \$225k – we will be withholding a roof allowance; final fees will be donated from First Montana Title. ○ Closing should be held January 31st. Paperwork is still working through Diocese. • Meeting being held 5:30pm @ SFC tomorrow, January 6th. <ul style="list-style-type: none"> ○ Five-year plan should be presented at next meeting. Will be looking for commitment from Dorothy Porter fund.

FOUNDATION REPORT

President	Adam – on vacation <ul style="list-style-type: none"> • Foundation Update
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SCHOOL REPORTS

Billings Central Catholic	Shel –
Saint Francis Catholic	Deb and Jim – 2 new students coming in soon. One 3rd grade boy from Kentucky and a 1st grader coming in February from Missouri. <ul style="list-style-type: none"> • Sensory path (Rams Day of Giving project) has been installed. Students LOVE it. • Deb met with Nikki Burke to schedule Art Gala for March 8th. Not decided if virtual or in person – will watch covid data. • Lynette Larson started as new music teacher – already getting praise from parents.
Early Childhood Center	Michelle – Getting ready for preschool fair on the 15th. <ul style="list-style-type: none"> • Daily tours are still coming in and inquiry forms.

	<ul style="list-style-type: none"> • Michelle said there will only be 35 spots available for next year in daycare. • 3-year-old classes are full. • Michelle will be communicating the urgency to make sure families re-enroll for next year. • Couple new students starting soon.
President	Shaun <u>Final Approval Items</u> • <u>Discussion and Updates</u> •

UPCOMING DATES:

Next School Board Meeting:

January 19th, 2022 @ St. Pat's/Virtual – 4:00

Executive Session:

Yes - Executive session motion made by Jason and 2nd by Donovan – all in favor, motion carries.