

BILLINGS CATHOLIC SCHOOLS BOARD MEETING

March 2nd, 2022

4:00 PM

[Click here to join the meeting](#)

St. Pat's BCS/BCSF Conference Room

Minutes

OPENING – This meeting will be recorded

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| Opening Prayer | Nate |
| Attendance | <p>Voting Members: Rick McCann, Joe Sylvester, Nate Haney, Fr. Steve Zabrocki, Angel Turoski, Jenn Beckwith, Bobby Beers, Lisa Bruno, Donovan Kelly, Toby Maack, Brittney Souza, Stella Ziegler.</p> <p>Guests/Non-Voting: Adam Liberty, Danielle Watson, Deb Hayes, Michelle Trafton, Jason Mueller</p> |
| Approval of Minutes | Minutes from 2/16/2022 – <i>Nate asked for corrections – motion made to approve with amendment made by Bobby, 2nd by Toby, all in favor, motion carried.</i> |
| Public Comment Period | Rick – Not this week, due to Ash Wednesday Rick noted the meeting would end by 5pm to move to Executive session and allow those with Ash Wednesday responsibilities to carry on with their evening. Any agenda items not taken care of will move to 3/16/22 meeting. |
| COVID Data | <ul style="list-style-type: none">• UHC Data Charts –• Weekly count is all yellow and one green item.• 17:100k – which has dropped lower than before and there is a lot of relief.• Immunity is building in Yellowstone County due to having had covid and/or being vaccinated.• BCS Data – thru 3/1/22 –• One positive student and 2 close contacts• Mandatory masking on busses has been removed unsure on what Sarpy transportation has chosen to do. |
| Ad Hoc Committees Covid Advisory – 2/28/22 @ 5pm | <ul style="list-style-type: none">• COVID Advisory Committee – Ashley/Nate<ul style="list-style-type: none">▪ Meeting has been postponed due to not being able to access meeting room as planned 2/28/22.▪ Shel will be working with Ashley to find staff to serve on her committee and Rick reminded that administrative staff is needed on the sub-committee.• President Search – Joe<ul style="list-style-type: none">▪ 4 candidates interviewed on Monday 2/28/22.▪ 3 came from out of state and 1 was local – dinners were held over the weekend and were able to get to know them informally.▪ 32 interviewers participated in the process – 6 BCS search committee members, 3 priests, 2 ECE, 5 BCCHS, 5 Foundation, 7 SFC, 1 Diocese, and 1 parent. 24 of 32 members do or have had children in the system. |

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| | <ul style="list-style-type: none"> ▪ Hopes is to have a recommendation for the Bishop after Executive Session. ▪ Candidates felt welcomed and sent thanks to their tour guides. All 4 candidates are all very interested in the position. ▪ Adam thanked Lisa Bruno for all her diligence and work at organizing the schedules and Joe for his leadership. <ul style="list-style-type: none"> • Transition Update – Rick <ul style="list-style-type: none"> ▪ All accounts have been changed over. ▪ Coverage and Admin support is on-going in the office between Rick and Danielle. ▪ 30 days of operation since Shaun left – Rick reported we are on track with financials, AP, and are making up ground that we were behind on earlier in the year. |
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SCHOOL REPORTS

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| Billings Central Catholic | Shel – NA |
| Saint Francis Catholic | Deb and Jim – <ul style="list-style-type: none"> • Art Gala is 3/8/22 – excited to hold in person this year. • Ash Wednesday Mass – all went to St. Thomas. • 3 new students starting next week – 2 different families coming from other Catholic Schools. 1st, 2nd, and 4th graders joining. • Betty Reid passed away – Funeral Friday @ St. Pius @ 11AM. Vigil being held 3/3/22 at Dahl Funeral Chapel at 6pm. |
| Early Childhood Center | Michelle – <ul style="list-style-type: none"> • Wrapping up projects for Art Gala. • Busy week coming up with PTC and Art Gala being held. • Currently having a Dr. Seuss week at the day care. |

FOUNDATION REPORT

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| President | Adam <ul style="list-style-type: none"> • Foundation Update: • Looking for Art Gala volunteers for when people check out and pay for items. • Mayfair is in full swing and going well. • Reminder given to Board members to bring in bottles of Whiskey and \$100 for Mayfair “Whiskey Wagon”. |
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COMMITTEES AND TASK FORCE REPORTS

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| Business Committee Next meeting: 3/15/22 & 4/5/22; 4:00 p.m. -BCS Conference/ Boardroom/Virtual | Nate/Joe <u>Final Approval Items</u> <ul style="list-style-type: none"> • January Financials <ul style="list-style-type: none"> ○ State of financial position – payables have been reduced from \$85k to \$8k. ○ Fortin Foundation of Florida donated \$30k for tuition review which is listed on the report. ○ Adam let committee know that BACET Distributions and annual funds will show up on February financials. ○ <i>Nate made motion to approve January financials, Joe 2nd, all in favor, motion carries.</i> <u>Discussion and Updates</u> |
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| | <ul style="list-style-type: none"> • AR Update – <ul style="list-style-type: none"> ○ \$67k was outstanding for tuition 2 weeks ago and has now come down to \$47k due to Russ’ diligence at collections. ○ Russ will be following up on some higher outstanding balances. • BCS Collection Policy <ul style="list-style-type: none"> ○ Russ drafted a policy and worked with Admin to come together and discuss a more cohesive system. • SchoolAdmin Conversion update – <ul style="list-style-type: none"> ○ Tech committee met a few weeks ago to discuss the logistics of the transition. ○ Russ had meeting with SA last week to begin process of changing to their finance platform – meeting will be held next week to continue the transition. Preparations should be in place by late March. • Business Cost Centers – <ul style="list-style-type: none"> ○ Clayton has suggested breaking down cost centers and how all the numbers and expenses are being tied to. ○ This would help with presentation of information and is in the works. ○ PO process needs to be re-taught and worked on so that the process works properly, and accounting is being upheld. • Cost to Educate – <ul style="list-style-type: none"> ○ Bobby is working on a breakdown project to find what it costs to educate each student. • Employee benefit update – <ul style="list-style-type: none"> ○ Meeting with PayneWest 3/3/22 @ 2:30pm to discuss costs, and other details of 22-23 benefits. • Emergency and Teacher Excellence funds <ul style="list-style-type: none"> ○ How to use remaining PPP loan was discussed at business committee. ○ Business is working through ideas and how to best use the funds – discussing varying needs and ideas. <p><u>New business</u></p> <ul style="list-style-type: none"> • |
| <p>Strategic Enrollment No Meeting Next Meeting: 2/28/22</p> | <p>Brittney</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 update from 2/28/22 – Meeting was cancelled. No update |
| <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"> • Math Competition |

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| | <ul style="list-style-type: none"> ○ 4 middle schoolers participated, and one 8th grader qualified for state and will go to Butte on Monday. |
| 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"> • |
| Catholic Culture Next meeting: 3/31/22 @ 4pm – BCS Boardroom | Bobby <u>Final Approval Items</u> <ul style="list-style-type: none"> • <u>Discussion and Updates</u> <ul style="list-style-type: none"> • Committee Update from meeting 2/22/22 – <ul style="list-style-type: none"> ○ Nothing needed discussed immediately – will update at next meeting. |
| 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 • Check for sale of 41 Broadwater was received and will go to Foundation for Elevator project. • Duplex has been looked at but no current offers. • TDS Fiber Box <ul style="list-style-type: none"> ○ Paperwork was updated and sent to Jerry at Diocese. Joe has not heard back from Jerry. • Allotment of Porter funds has taken place for 5-year projects. • Elevator project – Adam <ul style="list-style-type: none"> ○ Fencing is up – project is under way at BCCHS ○ Foundation waterproofing will be “As needed”, along with winter condition allowance. ○ Building abatement will be at \$190k ○ Contract signed with Environmental contractors. ○ \$100k overestimate from September. ○ Parking lot replacement cost is unknown. |
| President | <u>Final Approval Items</u> <ul style="list-style-type: none"> • <u>Discussion and Updates</u> <ul style="list-style-type: none"> • |

UPCOMING DATES:

Next School Board Meeting:

March 16th, 2022 @ St. Pat’s/Virtual – 4:00 pm

Executive Session:

Yes