

BILLINGS CATHOLIC SCHOOLS BOARD MEETING

October 18, 2023 at 4:00pm

BCS/BCSF Board Room

APPROVED MINUTES

Opening Prayer	Tyler
Attendance	Andrew McDonald, Joe Sylvester, Toby Maack, Mark DeHart, Mark DeBourg, Tyler Wiltgen, Christine Harris, Rick McCann, Fr. Steve Zabrocki, Jenn Beckwith, Peter Hamilton, Bobby Beers Heather Mueller Guest: Jason Mueller Absent: Lisa Bruno, Leslie Schaff, Adam Liberty
Meeting Minutes	Rick made a motion to approve the meeting minutes from September 20th. Toby seconded the motion, and it was approved unanimously.

PRESIDENT'S REPORT

BCS President	<p>Andrew</p> <p>Please complete the board survey. Input is important to how the board functions in the next year.</p> <p>The Office of Public Instruction has released academic data from public schools across Montana. The schools are examining this data this week during the PIR Days. They will compare this with Billings Catholic Schools data and report back to the community during parent teacher conferences.</p> <p>The PIR days will be for hosting the Montana Catholic Educators Conference at Saint Francis.</p> <p>Budgeting for the 2024-2025 school year is underway. The finance committee will delve into this during their November meeting.</p> <p>Urbaska field updates are happening quickly. Construction is slated to begin this week. RMC has provided the schools with a Notice to Proceed, and a contract is being finalized. Andrew asked the board to allow the Executive Committee power to vote on a contract since time is a factor.</p> <ul style="list-style-type: none">• Peter made the motion to allow the Executive Committee power to vote on the softball field contract. Mark DeBourg seconded the motion and it was approved unanimously.

FOUNDATION REPORT

BCSF President	<p>Heather, in Adam's absence:</p> <p>Thank you to everyone who participated in the Ram's Day of Giving. Final numbers will be tallied by the end of next week.</p> <p>Foundation Christmas party is set for December 13th at Hilands Golf Course. Planning continues for the BACET 50th anniversary celebrations.</p>
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ADMINISTRATION REPORT

BCCHS	<p>Central had a great fall sports season. The senior class has four National Merit Scholarship finalists. Billings Clinic came to the high school and instructed students on “Stop the Bleed” training. Mr. Byars presented a “Distracted Driving” course as well.</p> <p>Saint Francis had 120 students participate in fall sports. The school is busy with music concerts, Saints Groups, MAPS testing, and field trips. The religion department is implementing a new curriculum and introducing new activities involving mass.</p> <p>ECE also adopted a new religion curriculum called “His Little Way”, which is more substantive and meaningful than the previous curriculum. There are 170 kids enrolled in preschool, and there were no changes in staff from last year.</p>
SFCP	
SFCU	
ECE	
COMMITTEES AND TASK FORCE REPORTS	
<p>Finance Committee</p> <p>Next meeting: Nov. 7th 4:00 p.m. BCS Boardroom</p>	<p>Rick:</p> <p>Rick gave compliments to Andrew and Leah for making the financials detailed and easy to read. The committee reviewed enrollment and will continue to work on the 24-25 budget, focusing on tuition and salary rates.</p> <ul style="list-style-type: none"> • Peter moved to approve August’s financials and Jenn seconded the motion. It was approved unanimously.
<p>Tech Committee</p> <p>Next Meeting:</p>	<p>Toby:</p> <p>The committee is debating whether to back up the network to cloud or on-premises storage. They are also establishing a plan to inventory and barcode all the equipment so that a maintenance plan can be established.</p> <p>Andrew secured a grant to pay for part of the new networking, and Mayfair overage funds will pay for the rest. Equipment has already been ordered to replace the outdated network. The committee expressed gratitude for Joanna and the work she has done to identify issues and get them fixed in the short time she has been in her position.</p> <p>At the next meeting, the committee plans to work on their cyber security audit.</p>
<p>SEM Committee</p> <p>Next Meeting:</p>	<p>Jenn in Lisa’s absence:</p> <p>The committee has been working with Arrowhead Marketing to establish branding for the schools. To maintain consistency, there will be a policy guiding how to send out communications and utilizing the correct colors, logos, and templates.</p> <p>Arrowhead has also been updating the school’s website. Administration had the first review of the new site, and it will be viewed by the board at the next meeting.</p> <p>The committee is also working on recruiting new students and will seek out an agency to help develop a new strategy.</p>
<p>Facilities Committee</p>	<p>Joe:</p> <p>The committee met on October 10th at St. Francis. Mark Miller, the head custodian, put together a few proposals that the committee will consider adding to the 5-year development plan.</p> <p>They are also working with local engineers to discuss adding solar power. After proposals are received and approved, they’ll discuss applying for grants.</p>

	The updates to the ECE building are well under way. The furnaces are going in this week, the new fans have been wired, and bathroom improvements have begun. The playground has been delayed due to supply issues.
Governance & Nomination Committee Next Meeting:	Jenn: The committee will send out the final copy of the bylaws. She asked that everyone review them carefully, as this is the copy that will be voted on by the board and forwarded on to the diocese. The committee also met with representatives from each building for help in recruiting new school board members. Discussions ensued and it was determined that the staff is not aware of what the board does, or even who is on the board. The committee will review what can be done to bridge the divide, while trying to reach the right board candidates.
Mission & Catholic Identity Next Meeting:	Bobby: Bobby also commended the religion teachers at BCS, noting how fortunate we are to have them all. The committee has secured a speaker for the March PIR days. The speaker, Chris Stefanick, is an engaging, inspirational author focused on the mission of the Catholic faith. The committee is also excited to bring back high school retreats in the spring.

LEARNING OPPORTUNITY

Learning/Reflection	Christina McGill: Christina introduced herself and her role with the diocese. Working closely with the bishop, she assumes the role of superintendent and evaluates the schools in the Great Falls/Billings diocese. She also assists in accreditation. She spoke with the board about having strong lines of communication regarding the roles of administration versus the roles of the board of directors. Many on the board expressed gratitude for the current leadership, as the roles have become clearer in the last year. She mentioned that the Great Falls Catholic schools are consolidating under one system and entertained questions and feedback surrounding this.
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CHAIR REPORT

Chair	Joe Nothing additional to report.
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The meeting adjourned at 5:29 pm.

Executive Session: No

Next Board Meeting: November 15th, 2023, 4:00 pm, BCS Board Room