

BILLINGS CATHOLIC SCHOOLS BOARD MEETING

February 21, 2024 at 4:00pm

BCS/BCSF Board Room

Opening Prayer	Mark DeBourg
Attendance	Andrew McDonald, Joe Sylvester, Toby Maack, Mark DeHart, Mark DeBourg, Christine Harris, Jenn Beckwith, Rick McCann, Fr. Steve Zabrocki, Peter Hamilton, Bobby Beers, Leslie Schaff, Adam Liberty, Nolan Trafton Heather Mueller, Leah Gibson, Nikki Burke Guests: Hank Jagodzinski, Jack Milroy, Dane Mueller, Jason Mueller Absent: Lisa Bruno, Tyler Wiltgen
Meeting Minutes	Christine made a motion to approve the meeting minutes from January. Toby seconded the motion. The motion passed.

FOUNDATION REPORT

BCSF President	Adam Adam thanked everyone who attended the Saint Francis Art Gala. He stated that early numbers indicate it brought in more than \$25k. Adam also mentioned the new fitness room unveiling on March 13 th at Central. It will take place after the Foundation board meeting and will honor some of the donors who made it possible. Mayfair planning is in full swing, and Nikki handed out flyers letting board members know about the school board sponsored auction item. This year, it will be a wine cellar. Nikki asked that each board member contribute \$125 and their favorite bottle of wine by April 15 th .
----------------	--

SCHOOL'S REPORT

BCS President	Andrew: Andrew asked Nolan to update the board on what is going on at the high school. Nolan gave recognition to the four National Merit finalists, the state runners-up for the drama team, boys and girls swim state champions, and the participants of the 24-Hour Art Challenge Gala and Open Mic Night. Lent has begun and service projects are underway. Also, he reminded the board that Search is in two weeks and basketball tournaments are this weekend. The website has been updated and will include board meeting minutes and the President's Report that Andrew gives at each board meeting. He asked the board their thoughts on having board members listed on the website. The consensus was that members' names should be included, as well as their pictures if they are comfortable providing those. Andrew has begun his next class for his Superintendent certification. He also thanked everyone for their participation in the president evaluation. Bobby provided an update on the proposed inclusion of baseball by spring of 2025. He said Billings is eager to support high school baseball, and the public schools have already approved it. He and Leslie are part of the subcommittee formed to determine start-up costs as well as funding options. The subcommittee is meeting with city officials to ensure they are prepared with field space for games and practice for all the schools.

LEARNING OPPORTUNITY

Adam Liberty, BCSF President	Adam presented the board with a demonstration of the framework of the Billings Catholic Schools, the Foundation, and the Diocese. How do we identify ourselves and each other? The three entities each have their own expertise and duties and must work together and communicate with each other. Adam mentioned that the MOU between the school and Foundation will need to be updated soon. While there are pros and cons of the relationships between all three, it relies on communication between the leaders of each entity to help fill potential gaps.
COMMITTEES AND TASK FORCE REPORTS	
Finance Committee Next meeting: March 12 4:00 p.m. BCS Boardroom	Rick: Rick discussed the December financials. He stated the committee sees more control over budget items than in the past. He expects the board to vote on the proposed budget at the May meeting. He also mentioned that the committee passed a 3% salary increase. <ul style="list-style-type: none"> • Rick made the motion to approve the December financials. Jenn seconded the motion, and the motion passed unanimously. • Rick made the motion to also approve the 3% salary increase. Toby seconded the motion, and the motion passed unanimously.
Tech Committee Next Meeting:	Toby: The network refresh is complete at Central and seems to be holding up well. Joanna is working on writing grants that would help upgrade security at all the buildings. Currently, the schools have a contract with 360 Office Supplies (now known as DEX) for the copier machines. The contract is about to expire, so the committee is working on an RFP for new bids.
SEM Committee Next Meeting:	Andrew: Enrollment and commitment contracts are starting out strong. So far, grades K-4 have 21 new enrollments in progress, whereas 5-8 have 4, and grades 9-12 have 4 new enrollments in progress. This is ahead of last year at this time.
Facilities Committee	Andrew: The committee met with McKinstry, a consulting firm specializing in examining buildings and the life expectancy of different systems, including HVAC, plumbing, roofs, networks, etc. McKinstry will put together a proposal and present it to the committee.
Governance & Nomination Committee Next Meeting: March 14	Jenn: The committee will meet March 14 th to go over the board's self-evaluation tool and the nomination policy. Then, on April 3 rd , they will review any applications for new board members they have received. On April 16 th , they will hold interviews for prospective new members.
Mission & Catholic Identity Next Meeting:	Bobby: Bobby reminded the board of the speaker, Chris Stefanick, coming to the schools on March 21 st and 22 nd and encouraged everyone to attend this event, as he is quite an engaging speaker. On the 21 st , Chris will speak to students in the afternoon and then have a community engagement in the evening. On the 22 nd , he will speak to staff and faculty about being Catholic in today's world.

Executive Committee	<p>Andrew</p> <p>Andrew asked for ratification of the following policies: Employee Exit Process, Faculty Lane Change, New Hire, On-Site Personnel Files, Staff Dependent Tuition Credit, Timekeeping.</p> <ul style="list-style-type: none"> • Rick made the motion to ratify the listed policies. Jenn seconded the motion, and the motion passed. <p>Andrew asked the board to approve the new Evaluation Policy. This policy will consolidate the staff evaluation process at every building.</p> <ul style="list-style-type: none"> • Jenn made the motion to approve the new Evaluation Policy. Bobby seconded the motion and the motion passed. <p>Leah updated the board that OPI has new lunch menu requirements. Leah will meet with Sodexo regarding an updated contract. She mentioned the focus will be keeping the long-standing relationship with Sodexo and keeping it within the budget, while still meeting the OPI requirements.</p> <p>Andrew stated that the MOU between Rocky Mountain College and the schools has been completed and emailed to each board member. He asked for a vote on the MOU.</p> <ul style="list-style-type: none"> • Bobby made a motion to approve the MOU between RMC and BCS. Rick seconded the motion, and it was approved unanimously. <p>Jack Milroy and Hank Jagodzinski thanked the board members for their service and encouraged everyone to follow the BCCHS Student Life page on Instagram. They also asked that the board consider students at Central when making building improvements because, while the building is old and some things are to be expected, there are still needs and expectations of the students regarding their learning environment.</p> <p>Jenn mentioned there would be an executive session.</p> <ul style="list-style-type: none"> • Toby made the motion to approve an executive session. Bobby seconded the motion, and the motion was approved.
Closing Prayer	Leslie

The meeting adjourned at 5:30 pm.

Executive Session: YES

Next Board Meeting: March 20th 4:00 pm