

**RAPID CITY CATHOLIC SCHOOL SYSTEM  
BOARD MINUTES  
Monday, August 27, 2018  
Cathedral Rectory Building – Basement Conference Room**

ATTENDING: Michael Albertson, Rev. Brian Christensen, Thomas Durkin, Jeffrey Hurd, Michael Johnson, Jennifer Keszler, Susan Safford, Corrie Stephens, Rev. Edward Witt

ABSENT: Christopher Grant, Bishop Robert Gruss, Terri Hilt, LeAnn Wenger

INTERESTED PARTIES: Dave Hollenbeck, Barb Honeycutt, Colleen Lecy, Mary Helen Olsen, Robert Satter, Michael Solano, Wayne Sullivan

RECORDER: Marcia Werner

**0.1 Opening prayer** was led by Fr. Ed Witt

**0.2** Chairman Mike Albertson introduced **new Board members for the 2018-19 school year**, Fr. Brian Christensen and Corrie Stephens.

**MINUTES-APPROVAL**

**1.1 Approval of Minutes from June 5, 2018 Meeting** as presented and filed with the recorder.

**BOARD DEVELOPMENT**

**2.1** Deferred.

**REPORTS**

**3.1 Booster Club Report** was included in the Board packet.

**3.2 Chairman's Report** was deferred.

**3.3 Administrative Report** was included in the Board packet. Supt. Honeycutt further reported on the fluctuation of enrollment and reasons for withdrawal for non-returning students. A system goal for the upcoming year will include student enrollment and retention.

**3.3.1** Written **Chaplain's Report** was included in the Board packet. Supt. Honeycutt further reported on a recent meeting with Campus Ministry staff. Mass will be celebrated at one campus or another every school day. Additionally, times were noted when Fr. Mark McCormick will be available throughout the week for confession, reconciliation and open discussion opportunities.

**3.4 Committee Reports**

**3.4.1 Finance Committee** report was included in the Board packet. CFO Mike Solano further reviewed the report, including an accounting of Accounts Receivables, which will continue to be included each month. Chairman Albertson commended Mike and Robert Satter for their work regarding a new online and POS ticketing platform that has been implemented for RCCSS events as per our auditor's recommendations. RCCSS Scrip inventory and reconciliation procedures are currently being drafted with a volunteer slated to take this over.

**3.4.2 Facilities Committee** report was included in the Board packet. Mike Johnson further reported that SES Preschool drainage repairs were completed prior to the start of the school year.

**3.4.3 Development Committee** did not meet over the summer. Robert Satter reported the Annual Fund is currently at \$74,000+ with the new year kickoff to begin in September. He updated the Board on advertising revenue and the addition of a new

advertiser with great potential as well as an ongoing Facebook campaign to increase enrollment.

- 3.4.4 **Mission Committee** report was included in the Board packet. The Committee continues to work on developing a purpose statement to bring forward for approval.
- 3.4.5 **Investment Committee** report was included in the Board packet. Jeff Hurd reiterated that the portfolio exceeded the benchmark performance for the quarter.
- 3.4.6 **Executive Committee** met to discuss agenda and Executive Session items.

#### **UNFINISHED BUSINESS**

- 4.1 Motion by Jeff Hurd, “Adopt the **RCCSS organizational chart** as presented and attached to the Board packet.” Motion seconded and carried unanimously.
- 4.2 Supt. Honeycutt updated the Board on the **transgender exemption policy**, which was discussed at the June Board meeting. A policy exemption form was signed by Supt. Honeycutt and sent to the Executive Director of SDHSAA. Chris Motz, SD Catholic Conference Executive Director, will present at next month’s Board meeting to provide further information on this topic.

#### **NEW BUSINESS**

- 5.1 Deferred to Executive Session.

#### **EXECUTIVE SESSION**

- 6.1 The Board went into Executive Session at 5:58 p.m. and came out of Executive Session at 6:35 p.m. No motions or actions were taken out of Session.

#### **ANNOUNCEMENTS**

- 7.1 The **next meeting** will be held September 24, 2018 at 5:00 p.m., Cathedral Rectory basement large meeting room.
- 7.2 **Adjournment.** The meeting was adjourned at 6:35 p.m.

Respectfully submitted,

Marcia Werner