

**RAPID CITY CATHOLIC SCHOOL SYSTEM
BOARD MINUTES
Monday, July 24, 2023
5:00 p.m.
Holy Family Meeting Room
Catholic Chancery Building**

ATTENDING: Rev. Brian Christensen, Suzanne Feist, Jess Karim, Brendan Murphy, Tara Schaack, Eric Scherr, Cassidy Stalley, Corrie Stephens, Joe Strain, LeAnn Wenger

ABSENT: Christopher Dietrich, Bishop Peter Muhich, Rev. Andrzej Wyrostek

INTERESTED PARTIES: Rebecca Cronin, Colleen Lecy, Mike Solano, Julie Tipton

GUESTS: Max Vetch

RECORDER: Marcia Werner

0.1 Opening prayer was led by Fr. Christensen.

MINUTES-APPROVAL

1.1 Approval of Minutes from June 27, 2023 Board Retreat and Meeting as presented and filed with the recorder.

BOARD DEVELOPMENT

2.1 Jess Karim led Board members in sharing one of their top five strengths as identified utilizing the CliftonStrengths training as a tool to bolster Board goals.

REPORTS

3.1 Living the Mission Appeal Update was deferred.

3.2 Booster Club Report by Rebecca Cronin. The Booster Club has been asked to retain concessions until further notice.

3.3 Chairman's Report by Cassidy Stalley, who deferred to the Executive Committee minutes.

3.4 Administrative Report

3.4.1 Campus Ministry Report was deferred.

3.4.2 Superintendent Julie Tipton reported on several items; her recent attendance at the Institute for Catholic Liberal Education (ICLE) Conference; development of an RCCSS organization chart; continued meetings with RCCSS department heads and staff; staffing proposals for the Development Office; Cognia accreditation updates; and, her attendance at the recent Flourishing Families parish event. Motion by Cassidy Stalley, “Approve **Dr. Tipton’s recommendations** to hire Sabrina Rausch and Tracy Stamper for the **Development Office**, with the stipulation that Tracy’s contract will be reviewed by legal counsel and brought back before the Board.” Motion seconded and carried unanimously.

3.4.3 Elementary Principal Colleen Lecy asked for prayers to provide one more Elementary teacher.

3.4.4 Middle School Principal report was deferred.

3.4.5 High School Principal report was deferred.

3.5 Committee Reports

- 3.5.1 **Finance Committee** report was included in the Board packet. Motion by Fr. Christensen, “Approve the **purchase of a production machine** for the RISO department in the amount of \$19,804.68.” No second needed. Motion carried unanimously. Rebecca requested approval of new check signers and authorized people on various RCCSS accounts. Motion by Fr. Christensen, “Approve Superintendent Julie Tipton, School Board President Cassidy Stalley, and Rebecca Cronin as authorized for **RBC accounts**.” Motion seconded and carried unanimously. Motion by Fr. Christensen, “Approve Superintendent Julie Tipton, School Board President Cassidy Stalley, Principal Jim Johnston, Principal Mary Helen Olsen, and Principal Colleen Lecy as check signers and authorized people on **Security First Bank accounts**.” Motion seconded and carried unanimously. Motion by Fr. Christensen, “Approve Superintendent Julie Tipton, School Board President Cassidy Stalley, Principal Jim Johnston, Principal Mary Helen Olsen, and Principal Colleen Lecy as check signers and authorized people on **Bank West accounts**.” Motion seconded and carried unanimously.
- 3.5.2 **Facilities Committee** report was highlighted by Brendan Murphy.
- 3.5.3 **Development Committee & Development Office** reports were included in the Board packet. Jess Karim requested Board presence at The Cavalier event to greet guests and help pour wine. Name tags will be ordered for all members.
- 3.5.4 **Mission Committee** report was deferred.
- 3.5.5 **Investment Committee** report was included in the Board packet. Two members have resigned and two new members have been added.
- 3.5.6 **Activities Committee** report was deferred.
- 3.5.7 **Ad Hoc Committee** report was deferred.
- 3.5.8 **Executive Committee** minutes were included in the Board packet.

UNFINISHED BUSINESS

- 4.1 Dr. Tipton facilitated discussion and distributed worksheets relating to **Board goals**, which will be summarized and finalized resulting in three main goals for the 2023-24 school year.
- 4.2 A list of **Committee assignments** was included in the Board packet. Once finalized, the list will be uploaded to the RCCSS School Board Google site.
- 4.3 Chairman Stalley reminded members to fill out and sign their **Code of Ethics** forms and return to the Recording Secretary.
- 4.4 Chairman Stalley will work with legal counsel and Supt. Tipton on **Human Resources Policy – 3000-021, Supervision**, and bring back to the Board for their consideration.

NEW BUSINESS

- 5.1 Information related to and examples of a **Consent Agenda** were provided in the Board packet. Motion by Joe Strain, “Adopt a **rule of order** allowing for the use of consent agenda with approval by a Call for Objections. A consent agenda may be presented by the president at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the assembly.” Motion seconded and carried unanimously.

- 5.2 Information and examples of a new **Agenda format** were provided in the Board packet. The Board agreed to adopt the new format for future meetings.
- 5.3 Based on the new Agenda format, **Board Development** will be moved to the end of the meeting. Activities will center around work begun at the Board Retreat.
- 5.4 Chairman Stalley encouraged **Board presence at upcoming Orientations** for all three schools in August.

EXECUTIVE SESSION

- 6.1 Deferred.

ANNOUNCEMENTS

- 7.1 The **next meeting** will be held August 28, 2023 at 5:00 p.m. at the Holy Family Meeting Room – Catholic Chancery building.
- 7.2 **Final prayer** was led by Fr. Christensen.
- 7.3 **Adjournment.** The meeting was adjourned at 7:22 p.m.

Respectfully submitted,

Marcia Werner