



RAPID CITY CATHOLIC SCHOOL SYSTEM

Board Agenda/Minutes
Monday, October 23, 2023
Holy Family Meeting Room
Catholic Chancery Building
Rapid City, South Dakota

ATTENDING: Rev. Brian Christensen, Christopher Dietrich, Suzanne Feist, Jess Karim, Eric Scherr, Cassidy Stalley, Corrie Stephens, Joe Strain, LeAnn Wenger, Rev. Andrzej Wyrstek

ABSENT: Bishop Peter Muhich, Brendan Murphy, Tara Schaack

INTERESTED PARTIES: Rebecca Cronin, Craig Nowotny, Julie Tipton

GUESTS: DeMoine Adams

RECORDER: Marcia Werner

I. Opening Prayer - Fr. Brian Christensen

II. Public Participation/Visitor Input

If you wish to address the Board, please contact the Board President with a written request to include subject matter a minimum of 24 hours before the meeting. Employees and members of the public are reminded they must follow and exhaust all administrative remedies prior to presenting matters to the Board.

III. Consent Agenda - Consent Agenda passes with no objections.

Consent Agenda items are those items that involve routine, procedural, information, and self-explanatory non-controversial matters typically found in an agenda in one area. These items are then presented to the board in a single motion for an up or down vote after allowing anyone to request that a specific item

be moved to the full agenda for individual attention. Other items, particularly those requiring strategic thought, decision making or action, are handled as usual.

- Approval of September Board Meeting Minutes
- Approval of Coach Contracts
 - Michelle Julian, MS Knowledge Bowl
 - Erik Allen, HS Knowledge Bowl
 - Alana Schrader, MS Knowledge Bowl
 - Ryan Speed, Football
 - Nick Wald, Football
- Approval of Administrative Report
- Approval of 2023-24 School Calendar Revision

IV. Action Items

Action Items that appear on our agenda are presented by a Board Member when he/she would like to provide an oral update or discuss a specific item or issue with the Board. This is also a time to address any specific questions. A motion may or may not be required following the report.

The Board Members or Interested Parties listed below have no report for the action agenda:

- **Bishop Peter Muhich, Bishop of the Diocese of Rapid City**
- **Dr. Julie Tipton, Superintendent**
- **Cassidy Stalley, President**
- **Suzanne Feist, Vice President**
- **Joe Strain, Treasurer**
- **Jess Karim, Secretary**
- **Joe Strain, Finance Committee Chair**
- **Joe Strain, Investment Committee Chair**
- **Jess Karim and Suzanne Feist, Development**
- **Brendan Murphy, Facilities Committee Chair**
- **Fr. Brian Christensen, Mission Committee Chair**
- **Corrie Stephens, Activities Committee Chair**
- **Fr. Andrzej Wyrostek**
- **Tara Schaack**
- **Christopher Dietrich**
- **LeAnn Wenger**
- **Eric Scherr**
- **Campus Ministry**
- **Booster Club**
- **Ad Hoc Committee(s)**

- **Elementary Principal**
- **Middle School Principal**
- **High School Principal**

V. Information Items

Information Items on our agenda is a written report that does not require discussion. Board Members are expected to read this information prior to each meeting. Board Members may clarify information at the board meeting.

- **Cassidy Stalley, President**
 - Volunteers for ad hoc committee for listening sessions:
 - One of our goals is to nurture an environment where staff, parents, students, alumni, and parishioners feel engaged and valued members of our faith community. One of the benchmarks for this goal is to have dates set for listening sessions/surveys by January 2024. Please let me know if you would like to be a part of the ad hoc committee to organize and facilitate these listening sessions. I would like to get dates soon. It would be great to have a date in January, within National Catholic Schools Week, as well as another in February or March. We would then have plenty of time to process the data and review as a Board.
- **Joe Strain, Finance Committee Chair**
 - Auditors finished most of their data collection; overall has gone smoothly
 - Chris Long recommends we continue forward with ideas provided by Longbranch Engineering
 - Dr. Tipton and Rebecca Cronin will start budgeting processing for the 24/25 school year in the next few weeks
 - Dr. Tipton applied for two grants, one for funds to be automatically directed towards the school, the second is for ELA curriculum
- **Brendan Murphy, Facilities Committee Chair**
 - Current priorities:
 - Track project - gathering information for future viability
 - Lighting & fencing - Muth Electric going to provide a couple options
 - Surface for field (turf v. grass)
 - Heating unit (MS)

- Electrical Issues (MS)
 - Need for full and part-time employees to clean and maintain our facilities
 - Fund A Need - purchased a scrubber for SES, a trailer for both campuses, and a four-wheeler with snow plow for SES. Facilities is still looking for another four-wheeler and plow.
 - New sound system for SES gym purchased and awaiting detailed installation timeline information; donor secured to pay for this
- **Campus Ministry**
 - 5th grade retreat on October 20
 - Lots of activities in both HS and MS around the Rosary
 - Fr. Mark blessed the 6th graders' Bibles they decorated
 - Sr. Maria Belen created Saint Posters for every classroom at MS with basic facts about class' patron saint
 - Monthly devotional bulletin board added at MS
 - Plan to go to Seton at end of the month for the 8th grade Saint Project
- **Corrie Stephens, Activities Committee Chair**
 - Two forms are being created: Events Fundraiser Request Form and Apparel Approval Request Form. In addition, an all-school calendar is being created.
 - Gaining traction with concession. 50/50 has been approved.
 - Chili and Bingo coming up in January; Color Run was a success.
 - Annual Fund is coming up and scheduled to end in February.
 - 90 kids out for DI.
 - Discussed how fostering and cultivating an environment that keeps Jesus at center of our activities.
- **Jess Karim and Suzanne Feist, Development Committee Co-Chair**
 - Tying up loose ends with Cavalier; hosting a small Wine and Gratitude event for live auction donors as a way to connect and thank them for their generosity.
 - Annual Fund will kick off Giving Tuesday, November 28. Working on updating database with contact information to do a phone-a-thon. Will be giving students scripts to contact businesses, grandparents, aunts, uncles, ect. This will wrap up with National Catholic Schools Week in January.
 - Updating district calendar to coordinate with diocese calendar to keep families informed on all activities across the schools and parishes. Created a new form for all activities to be submitted to help make this an easy process.
 - Begun working on Winter issue of Cavalier Magazine, with Deacon Robert Kinyon as main feature.
 - Tracy Stamper hired as Community Relations Coordinator.

The Board Members or Interested Parties listed below have no report for the informational agenda:

- **Bishop Peter Muhich, Bishop of the Diocese of Rapid City**
- **Dr. Julie Tipton, Superintendent**
- **Suzanne Feist, Vice President**
- **Joe Strain, Treasurer**
- **Jess Karim, Secretary**
- **Joe Strain, Investment Committee Chair**
- **Fr. Brian Christensen, Mission Committee Chair**
- **Fr. Andrzej Wyrostek**
- **Tara Schaack**
- **Christopher Dietrich**
- **LeAnn Wenger**
- **Eric Scherr**
- **Booster Club**
- **Campus Ministry**
- **Ad Hoc Committee(s)**
- **Elementary Principal**
- **Middle School Principal**
- **High School Principal**

VI. Board Development and Training

Board development and training is vital to being an effective board. Board development and training will vary per meeting, with the goal to educate Board Members on their roles, responsibilities, and expectations as Board Members, through building on the work that was begun at Retreat.

- DeMoine Adams - Clifton Strengths exercise - **Mr. Adams, CEO of TeamMates, spoke on the importance of recognizing and utilizing the Boards' strengths as identified during the Board Retreat in June.**
- Board Goals Tracker - **Supt. Tipton again reviewed the Boards' goals and the RCCSS School Board Google Site.**

VII. Executive Session - The Board went into Executive Session at 5:43 p.m. and came out of Executive Session at 5:50 p.m. Motion by Corrie Stephens, "Approve the request for a full tuition waiver for a recently withdrawn 5th Grade student." Motion seconded and carried unanimously.

VIII. Upcoming Dates/Announcements

- Next meeting November 27, 2023 @ 5:00 p.m., Chancery Building, Holy Family meeting room

IX. Adjournment/Closing Prayer - **The meeting was adjourned at 5:50 p.m.**