



RAPID CITY CATHOLIC SCHOOL SYSTEM

Board Agenda/Minutes

Monday, February 26, 2024

Holy Family Meeting Room

Catholic Chancery Building

Rapid City, South Dakota

ATTENDING: Rev. Brian Christensen, Christopher Dietrich, Suzanne Feist, Jess Karim, Brendan Murphy, Tara Schaack, Eric Scherr, Cassidy Stalley (via Zoom), Corrie Stephens, Joe Strain, LeAnn Wenger, Rev. Andrzej Wyrstek

INTERESTED PARTIES: Julie Tipton

RECORDER: Marcia Werner

I. **Opening Prayer** – Opening prayer was led by Fr. Andrzej Wyrstek.

I. **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.

II. **Consent Agenda** – Consent Agenda passes with no objections and a correction on the Activities Committee's upcoming meeting as March 11, 2024.

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 January 22, 2024 Board Meeting Minutes
- Approval of Administrative Report
- Approval of Coach Contracts:
 - Angela Weber - One Act Play
- Approval of Staff Contracts:
 - Michael Weideman - Custodial Staff
 - Kathleen Saulton - Elementary Paraprofessional

III. 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.

- **Dr. Julie Tipton, Superintendent**
 - Approval of Assistant Principal of Student Life Job Description – **Motion by Suzanne Feist, “Approve the Assistant Principal of Student Life Job Description as presented with one amendment as proposed by Fr. Christensen.” Motion seconded and carried unanimously.**
 - Approval of Assistant Principal of Academics Job Description – **Motion by Fr. Christensen, “Approve the Assistant Principal of Academics Job Description as presented.” Motion seconded and carried unanimously.**
 - Approval of 2024-2025 Calendar – **Motion by Eric Scherr, “Approve the 2024-2025 RCCSS School Calendar as presented.” Motion seconded and carried unanimously.**

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**

IV. 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.

- **Dr. Julie Tipton, Superintendent**
 - Update in Development - We are not reposting at this time but do have a very interesting candidate that Molly is following up with. WSDCF runner-up referred by Rick Soulek.
 - Two AP positions - Timeline is as follows:
 - If approved tonight, will be posted tomorrow February 27
 - Allowing applications to apply through March 8
 - Interviews directly following
 - Hired by the conclusion of March
 - Offering a 3-year agreement
- **Brendan Murphy, Facilities Committee Chair**
 - Survey and engineering services are completed for track project; had a meeting with Renner Associates on Friday, February 16, 2024
- **Campus Ministry**
 - First Annual Know Your Faith Competition was amazing; O’Gorman won; will be traveling to Roncalli next year for the competition
- **Corrie Stephens, Activities Committee Chair**
 - Travel Team Policy
 - Volleyball coach applications - have 3 applicants; would like to combine with a teaching position if possible
 - Both basketball teams are 3rd seed
 - Hollenbeck working on options for permanent spot for Booster Club Concessions

- Looking for someone to donate plumbing and electrical for water fountain in MS
- **Joe Strain, Finance Committee Chair**
 - Two waiver requests
 - Committee granted two-month hardship waiver of tuition for months February and March, with possible review again in April
 - Committee agreed to delay registration fee for hardship
 - Basketball shooting machines purchased
 - 436 students registered for next year as of 2/8/24
- **Jess Karim and Suzanne Feist, Development Committee Co-Chair**
 - Updating tour packets and information to give out to the public
 - Middle School Open House February 23
 - Annual Appeal was a success - raised \$52,090
 - Spring Event will be April 12 - FUN-raiser/FUND-raiser - game night
 - Tracy and Sabrina working on meeting with past donors, current sponsors, and administrators to better understand what we can do to help make RCCSS a bigger success this upcoming year; excited to offer new sponsorship opportunities, which will be rolling out soon
- **Suzanne Feist and Tara Schaack - New Member Committee**
 - Have received 2 nominations from the parishes
 - Plan is to have recommendation for board approval by April meeting
- **LeAnn Wenger and Suzanne Feist - Open Forum Committee**
 - Working to set date with Dr. Tipton

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**
- **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 Committee Co-Chair**
- **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**

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V. 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.

- **Deferred.**

VI. Executive Session – **Deferred.**

VII. Upcoming Dates/Announcements

- Next meeting March 25, 2024 @ 5:00 p.m., Chancery Building, Holy Family meeting room
- Board Retreat- Wednesday, May 29th

VIII. Adjournment/Closing Prayer – **Closing prayer was led by Fr. Brian Christensen. The meeting was adjourned at 5:43 p.m.**