



RAPID CITY CATHOLIC SCHOOL SYSTEM

Board Agenda/Minutes
Monday, March 25, 2024
Holy Family Meeting Room
Catholic Chancery Building
Rapid City, South Dakota

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

ABSENT: Christopher Dietrich, Rev. Dan Juelfs, Tara Schaack

INTERESTED PARTIES: Julie Tipton, Rebecca Cronin

GUESTS: Mike Solano

RECORDER: Marcia Werner

I. Opening Prayer – Opening prayer was led by Fr. Andrzej Wyrostek.

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 February 26, 2024 Board Meeting Minutes
- Approval of Administrative Report
- Approval of AP Student Life - Jonathan Hofer
- Approval of Coach Contracts:
 - Dave Hollenbeck - Boys Bball
 - Edward Miller - Girls Bball
 - Tony Young, Boys Bball
 - Teresa Vining, Track
 - Ty Trainor, Track
 - Angela Weber, Spring Play
 - Brandon Kandolin, Girls Golf
 - Travis Thorn, Track
 - Katrina Thorn, Track
- Approval of AP Student Life - Jonathan Hofer

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.

- **Cassidy Stalley, President**
 - Will discuss and vote to approve sanding/resealing of gym floor – **Motion by Cassidy Stalley, “Approve sanding and resealing of the St. Thomas More High School gym floor as set out by bid and approved by the Finance and Executive Committees.” Motion carries unanimously with no second needed.**
- **Joe Strain, Finance Committee Chair**
 - Approval of FY25 Budget - See Attached
 - Finance has approved budget. Will discuss and vote to approve. – **Motion by Cassidy Stalley, “Approve the 2024-2025 Operating Budget as approved by the Finance Committee.” Motion carries unanimously with no second needed.**
- **Corrie Stephens, Activities Committee Chair**
 - Travel Teams Uniform Policy - written policy attached for review and vote for approval.- **Motion by Cassidy Stalley, “Approve the Travel Teams Uniform Policy as approved by the Activities Committee.” Motion carries unanimously with no second needed.**

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

- **Rev. Dan Juelfs, 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.

- **Dr. Julie Tipton, Superintendent**
 - AP positions interviews occurred; offered Jonathon Hofer AP Student Life position, accepted; doing second round of interviews for AP Academics
 - Nick Durham will lead a Mentor Program for teachers and coaches at HS
 - End of Year Banquet - move to a mass/community event
- **Jess Karim and Suzanne Feist, Development Committee Co-Chair**
 - Working to evaluate and fresh marketing to new/prospective families, including editing the RCCSS Tour Packets; printing in house and will be available for all tours, as well as distribution to parishes, feeder, schools, and realtors

- Collaborating with Campus Ministry to roll out “Celebrate Your Faith Spirit Shirts” for the 24-25 school year, with the theme: Faith Can Move Mountains, Mt. 17:20. Will be encouraging submissions from K-12. Working on securing sponsors, seek bids, and finalize before end of school year. Budget projection: \$30,100 net.
- Streamlining sponsorship packages
- Blue Bash - Spring Fun-Raiser/Fund-Raiser, April 12 at the St. Joseph Hall at the Cathedral. Monte Carlo Night. \$30 ticket.
- Cavalier 2024 - finalizing date soon and secured last year’s auctioneer. Considering 3 event locations. No golf tournament. Potential dates: October 18 or November 15.
- **Brendan Murphy, Facilities Committee Chair**
 - Track - Met with the track and football coaches and the athletic director to solicit ideas on their needs and have asked them for potential names of local businesses to solicit for financial support. Subsequent meetings to keep this potential project moving continue. Updates will be made to the facilities committee and full board regarding new findings and ongoing progress.
 - HS Gym Floor - floor is 10 years old and needs 1st sanding. Dirksen is going to give us a bid. Hollenbeck working with Development Office on sponsorship opportunities to include those sponsors on the new floor. MS will get a refinish this year and will get pushed to next year.
 - HS Gym Seats - some of the current seat modules are breaking down. Cost is \$60/piece. The need to replace the nearly 330+ is about \$18k. Cannot just replace one because the new seat modules are slightly different in shape, so would have to replace a whole row at a time. More research being done.
 - New Concrete Pad - researching cost to pour a large concrete pad on north side of HS to place storage containers and potential future parking for a bus
 - Land Purchase - City of RC - City wants to purchase land at Terra Sancta to drill a well for city water needs; proposed land near practice football field. More to come.
- **Joe Strain, Finance Committee Chair**
 - As of 3/13 - 659 students registered for 24-25
 - Revision to FY25 budget reviewed, including decreased student enrollment, addition of depreciation, additional funds released from restriction, adjustments for the AP positions, class fee, health insurance premiums, and utility bills
- **Corrie Stephens, Activities Committee Chair**
 - Volleyball Coach - hired Mikayla Watson
- **Ad Hoc - Board Selection, Suzanne Feist and Tara Schaack**
 - Received 3 nominations and one self-nomination for open school board position.

- Individuals were emailed an invitation to apply for the position on March 14, 2024; responses are due March 27, 2024.
 - Ad Hoc will interview and make a recommendation to the Executive Committee, which will in turn make a recommendation to the full board on April 29, 2024.
 - Looking ahead, we will need to fill four board positions in Spring 2026 and four positions in Spring 2027.
 - Ad Hoc will be sending email invitations to individuals, encouraging them to join committees in anticipation of those upcoming vacancies.
 - Please prayerfully and thoughtfully consider any names to add to our potential committee list.
 - Recommend full board evaluate our current strengths and weaknesses and determine what skills and personalities we would deem valuable to our current board
- **Ad Hoc - Listening Sessions**
 - Date set for April 8, 2024 - please mark your calendars and plan to attend
- **Campus Ministry**
 - All School Confessions at beginning of March was well-received by students
 - Living Stations was held on March 19
 - National Honors Society Induction Mass last week
 - Packing Hope March 25

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- **Cassidy Stalley, President**
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- **Joe Strain, Treasurer**
- **Jess Karim, Secretary**
- **Joe Strain, Finance Committee Chair**
- **Joe Strain, Investment Committee Chair**
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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.

- NSBECS - Governance and Leadership Standards – **President Stalley will send out evaluation forms to members to begin the Process of Board Evaluation to be discussed at the May Board Retreat.**

VII. Executive Session - **The Board went into Executive Session at 6:15 p.m. and came out of Executive Session at 6:31 p.m. Motion by Fr. Christensen, “Approve three tuition waivers as recommended by the Finance Committee.” Motion seconded and carried unanimously.**

VIII. Upcoming Dates/Announcements

- Next meeting April 29, 2024 @ 5:00 p.m., Catholic Chancery, Holy Family Meeting Room
- Listening Sessions April 8, 2024, @ TBA - Terra Sancta
- Board Retreat- Wednesday, May 29th

IX. Adjournment/Closing Prayer – **The meeting was adjourned at 7:00 p.m.**