



## RAPID CITY CATHOLIC SCHOOL SYSTEM

Board Agenda/Minutes  
Monday, April 29, 2024  
Holy Family Meeting Room  
Catholic Chancery Building  
Rapid City, South Dakota

ATTENDING: Christopher Dietrich, Suzanne Feist, Jess Karim, Tara Schaack, Eric Scherr, Cassidy Stalley, Corrie Stephens, Joe Strain, LeAnn Wenger, Rev. Andrzej Wyrostek

ABSENT: Rev. Brian Christensen, Rev. Dan Juelfs, Brendan Murphy,

INTERESTED PARTIES: Rebecca Cronin, Dave Hollenbeck, Julie Tipton

RECORDER: Marcia Werner

**I. Opening Prayer - Opening prayer was led by Fr. Andrzej Wyrostek.**

**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.**

*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 March 25, 2024 Board Meeting Minutes

- Approval of Administrative Report
- Approval of Resolution to authorize STM HS membership in the SD High School Activities Association
- Ratification of Executive Committee's approval of Finance Department job descriptions
- Approval of Coach Contracts:
  - Brendan Murphy - Tennis
  - Pat Honeycutt - Tennis
  - Jeff Pekny - Baseball
- Approval of Teaching Contracts
  - Colleen Lecy - Elementary Principal
  - Dr. Beth Farrar - Teacher
  - Julie Carreiro - Teacher
  - Tammy Richards - Teacher
  - DeeDee Johnson - Teacher
  - Heather Eldridge - Teacher
  - Nick Durham - Teacher
  - Michelle Julian - Teacher
  - Stephen Heuber - Teacher
  - Shelby Vickers - Teacher
  - Lloyd Potter - Teacher
  - Shantel Weyrich - Teacher
  - Angela Weber - Teacher
  - Tammy Murray - Teacher
  - Abbey Hilt - Teacher
  - Marcia Torgrude - Teacher
  - Stacey Schultz - Teacher
  - Elizabeth Halle - Teacher
  - Corey Whalen - Teacher
  - Ann Keller - Teacher
  - Don Snoozy - Teacher
  - Spencer Crawford - Teacher
  - Steven Miller - Teacher
  - Austin Hagen - Teacher
  - Brianna Weaver - Teacher
  - Beverly Sullivan - Teacher
  - Margaret Brockman - Teacher
  - Sandra Carrier - Teacher
  - Melissa Bourdon - Teacher
  - Delaine Lutz - Teacher
  - Madison Panik - Teacher
  - Jennifer Schweppe - Teacher
  - Tamberina Tremmel - Teacher

- Jana Thies - Teacher
- Krysia Kjerstad - Teacher
- Emily Barrett - Teacher
- Michele Lutz - Teacher
- Carissa Naasz - Teacher
- Angela Wagner - Teacher
- Alana Schrader - Teacher
- Brenda Mizenko - Teacher
- Mary Helen Olsen - STM Principal
- Anthony Flores - Teacher
- Stephanie Strand - AP Administrator
- Brandon Kandolin - Teacher
- Carlene Roper - Teacher
- Stone Durham - Teacher
- Heather Eldridge - Teacher
- Valerie King - Teacher
- Raechelle Farwell - Teacher
- Meryl Gaeta - Teacher
- Susan Oleson - Teacher
- Carol Cooper - Teacher
- Mercedes Knapp - Teacher
- Robert Aberle - Administrator
- Katrina Thorn - Teacher
- Mark Wesolick - Teacher
- Douglas Murano - Teacher
- Carrie Wilson - Teacher
- Aaron Finnell - Teacher
- Sr. Brooke Marie - Teacher
- Sr. Maria Belen - Teacher
- Erik Allen - Teacher
- Jeffrey Pekny - Teacher
- Caitlyn Winkler - Teacher
- Approval of Staff Contracts
  - Rebecca Cronin - Administrator
  - Marcia Werner - Administrator
  - David Hollenbeck - Administrator
  - Nicolle Boyle - Administrator
  - Trish Peterson - SES Paraprofessional
  - Theresa Rausch - SES Paraprofessional
  - John Marshall - HS Paraprofessional
  - Kathleen Saulton - SES Paraprofessional
  - Stone Durham - MS Paraprofessional
  - Jennifer Scherr - Academic Services Assistant

- James Newman - Custodial Staff
- Ryan Raposa - Tech Support
- Craig Nowotny - AD
- Mary Ellen Newman - Paraprofessional
- Sabrina Rausch - Marketing & Events Coordinator
- Tina Vallette - Kitchen Manager
- Cynthia Cravens - Kitchen Staff
- Julia Katzenberger - Custodial Staff
- Jay Katzenberger - Custodial Staff
- Ruben Jimenez - Custodial Staff
- Lori Crookston - Kitchen Manager
- Molly Rausch - HR Administrator
- Roxann Dubois - Administrator (Kitchen)
- Teresa Denning - Kitchen Staff
- Holly Carchesio - Administrator
- Heidi Kadletz - Elementary Paraprofessional
- Cindy Begley - Administrator (Nurse)
- Catherine Hanson - Kitchen Staff
- Gloria Allen - Kitchen Staff
- Margarita Giacometto - Kitchen Staff/Custodial Staff
- Tony Palli - Groundskeeping
- Geralyn Colgan - RISO Operator
- Anitra Hendricks - Preschool Aide
- Wayne Watson - Custodial Staff
- Rachel Urban - Staff
- Michelle Porvasnik - Administrative Support
- Tracy Whitney - Administrative Support

### 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.*

- **Cassidy Stalley, President**
  - Election of New Board Member - **Motion by Suzanne Feist, “Approve Chris Gibbons as a new At Large board member for the 2024-2025 school year.” Motion seconded and carried unanimously.**

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**

#### **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.*

- **Cassidy Stalley, President**
  - Reflective Roundtable - plan is to publish 10-11 ten issues from each question to the community - see attached. Need to use information/issues in future board planning, committee direction/goals, and board goals.
  - Survey HS and MS students of same/similar questions - see attached.
  - Please complete your Board evaluation for use at Retreat.
  - Need nominations for Richard Thompson Award
- **Brendan Murphy, Facilities Committee Chair**
  - Working to obtain cost estimates to complete project; awaiting construction documents from Renner Associates to provide us the necessary documents; private donors have expressed interest.
  - PTO requesting and purchasing a swing set to be installed at the MS playground.

- Dirksen floors is going to start at end of May; sponsorships have filled up.
- Moving concessions to Cavalier Corner office, need to find a contractor to start project.
- **Joe Strain, Finance Committee Chair**
  - Two different parties have expressed interest in land, no offers made yet
  - Lisa Kinyon is leaving the business office to take a position at OLPH
  - As of 4/11 - 689 students registered for 24-25
- **Jess Karim and Suzanne Feist, Development Committee Co-Chair**
  - Distributing new Tour Packets for prospective students and families to realtors in our system, Ellsworth, and parishes
  - 115+ submissions for Spirit Shirts. Student councils will select the top 3 and then will be voted on at the next Development meeting. Working on sponsorship.
  - Blue Bash - May 3 - please invite people to attend
  - Cavalier - November 15 at the Box. Will be creating a sub-committee.
- **Ad Hoc Committee - New Board Members**
  - Status on Board Member prospects - Spring 2024
    - Rob Sage - invitation letter 3/24; did not respond
    - Dave Raml - invitation letter and submission for board membership 3/24; Interview on April 19, 2024
    - Adam Kirsch - invitation letter 3/24 - declined at this time but interested
    - Chris Gibbons - invitation letter and submission for board membership 3/24; interview on 4/9/2024
  - Potential Board Members for upcoming years.
    - JoAnne Achbach
    - Rob Poeppel
    - Josh Mitzel
    - Connie Forestner
    - Pat Honeycutt
    - Mary Casey
    - David Emery
    - Kyle White
    - Rob Kringon
    - Leonard and Lisa Hanson
    - Adam Kirsch
    - Michael Figge
    - Following our retreat in May, 2024, we should consider inviting the above prospects to serve on a committee and get involved more directly to prepare for potential board membership in 2026 (4 openings) and 2027 (4 openings).

The Board Members or Interested Parties listed below have no report for the informational 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 Committee Co-Chair**
- **Brendan Murphy, Facilities Committee Chair**
- **Fr. Brian Christensen, Mission Committee Chair**
- **Corrie Stephens, Activities Committee Chair**
- **Fr. Andrzej Wyrostek**
- **Tara Schaack**
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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.*

- Review of results from the Listening Session
- Review of Board Member Duties and Responsibilities/Committee Involvement

#### **VI. Executive Session - **The Board went into Executive Session at 5:22 p.m. and came out of Executive Session at 5:45 p.m. Motion by Joe Strain, “Approve no additional tuition to be collected from tuition waiver request brought forth by the Finance Committee.” Motion seconded and carried unanimously. Motion by Suzanne Feist, “Approve Superintendent Dr. Julie Tipton’s****

**employment contract for the 2024-2025 school year as presented with recommended language changes.” Motion seconded and carried unanimously. Additionally, President Stalley presented proposed student surveys with feedback from the Board. Fr. Brian Christensen will be honored as the recipient of the Richard Thompson Award.**

**VII. Upcoming Dates/Announcements**

- May 3, 2024 - Blue Bash - 6:30pm - Blessed Sacrament
- May 7, 2024 - St. Joseph Hall Grand Opening - OLPH - 4:30 Ribbon Cutting, 5:30pm - Mass, 6:30 - Celebration
- End-of-the-Year Mass & System Service Awards
  - St. Thomas More Mass at Our Lady of Perpetual Help Cathedral on May 16 at 9:00 a.m.
  - St. Elizabeth Ann Seton Mass at Holy Cross Chapel, Terra Sancta on May 22 at 9:00 a.m.
- May 24, 2024 - All System Faculty, Staff, and School Board “Food Trucks & Fellowship” Lunch 12:30 p.m. at Terra Sancta
- May 28, 2024 - Board Potluck - Time and Location TBD
- May 29, 2024 - Board Retreat

**Adjournment/Closing Prayer - The meeting was adjourned at 6:20 p.m.**