

Cedar Catholic Jr.-Sr. High School
School Board Meeting
Thursday, August 22, 2024
7:30 PM – Cedar Catholic Library

- I. Opening Prayer
- II. General Business
 - a. Call to Order and Reorganization of the Board
 - b. Approval of Minutes
 - c. Approval of the Agenda
 - d. Administration Reports: See attached Reports
 - 1. Development Report
 - 2. Principal/AD Reports
 - 3. President's Report: Job Description
- III. Committee Reports: See attached Reports
 - a. Transportation
 - b. Buildings/Grounds
 - c. Finance
- IV. Old Business
- a. None
- V. New Business
 - a. Review By-laws, Articles of Incorporation and new Board Structure
 - 1. Composition of the Board: Present Membership: Terms of Office
 - three year terms
 - Cycling off or renewing: Proposed
 - HT-1--one year term--2025--2028
 - HT-2--two year term--2026--2029
 - AS-1--one year term--2025--2028
 - AS-2--two year term--2026--2029
 - HF-1--one year term--2025--2028
 - HF-2--three year term--2027--2030
 - SM-1--three year term--2027--2030

 - BR-1--one year term--2025--2028
 - BR-2--two year term--2026--2029
 - BR-3--three year term--2027--2030
 - 2) Invites of those from Blue Ribbon: Done by the pastors....look over the list of Members and make suggestions
 - 3) Pastors and Board members will nominate new members if there are openings on the Board, right now....if present members decide to no longer serve
 - 4) Put together the Governance Committee first: The help carry out this process of setting up the Board.
 - suggest two members on the Board plus wise leaders in the community: Those who served on the Rewrite committee.
- VI. Adjournment & Closing Prayer

(Any Reports given at the meeting must be submitted to the secretary in written form.)

CEDAR CATHOLIC JR. - SR. HIGH SCHOOL
BOARD OF EDUCATION MINUTES
Thursday, July 25, 2024

The July 25, 2024 meeting was called to order by Pat Steffen. The meeting opened with a prayer by Fr. Owen Korte.

MEMBERS IN ATTENDANCE: Fr. Jim Keiter, Fr. Owen Korte, Beckie Polak, Pat Steffen, Melissa Bowers, Daryl Kleinschmit, Wendy Stevens, Tom Kuchta and Brian Pinkelman. Guests: Dr. Dan Hoelsing, Fr. Kevin Vogel and Joan Potts.

GENERAL BUSINESS:

APPROVAL of MINUTES: Will approve minutes at the August 22, 2024 meeting.

AGENDA: None

ADMINISTRATION REPORTS:

PRESIDENT'S REPORT: None

PRINCIPAL'S REPORT: None

COMMITTEE REPORTS:

TRANSPORTATION: None

GROUND AND BUILDING: None

FINANCE: None

OLD BUSINESS: None

NEW BUSINESS:

- 1) **Take-action to approve the new Bylaws and Articles of Incorporation of Cedar Catholic High School of Hartington:** Fr. Owen Korte made a motion to accept the new Bylaws and Articles of Incorporation of Cedar Catholic High School of Hartington, seconded by Brian Pinkelman. Motion was passed with 9 members voting IN FAVOR and 0 members voting AGAINST.
- 2) **Take-action to approve/offer Dr. Dan Hoelsing the position of President of Cedar Catholic High School:** Fr. Owen Korte made a motion to offer Dr. Dan Hoelsing the position of President of Cedar Catholic High School of Hartington with the same salary and benefits as 2023 - 2024, seconded by Daryl Kleinschmit. Motion was passed with 9 members voting IN FAVOR and 0 members voting AGAINST.

CORRESPONDENCE: None

ADJOURNMENT: Beckie Polak made a motion to adjourn, seconded by Wendy Stevens. Motion was carried with a unanimous vote. Next meeting will be on August 22, 2024 at 7:30 pm.

The closing prayer was led by Fr. Jim Keiter

Respectfully Submitted by Beckie Polak, Secretary

Catholic Development Blue Ribbon Committee Meeting

7:00 p.m. Sunday, August 18, 2024

Hartington Golf Club

Meeting Agenda

Opening Prayer – Rev. Owen Korte

- I. Welcome, Acknowledgements, Introductions & Open Meeting - Bette Becker Catholic Development Blue Ribbon Committee President
- II. Review September 24, 2023 Blue Ribbon Meeting Minutes - Blue Ribbon Secretary, Julie Becker
- III. Evening Program Introduction – Bette Becker
 - A. Information on the new Cedar Catholic & Catholic Development By-Laws, CCHS & Development Lay President position, School Board Structure Changes by Fr. Korte
- IV. CCHS Strategic Planning Progress – Craig Wortmann, Blue Ribbon Officer
- V. Catholic Development 2023-2024 Fiscal Year Gift Report & 2024-2025 Projected Budget & Financials - Dr. Dan Hoelsing & Joani Potts, Catholic Development Director
- VI. Development Activities - Joani Potts
- VII. Upcoming Blue Ribbon Meetings – Bette Becker
 - A. January Membership Social & Meeting
- VIII. Closing Comments – Jerry Wintz, Blue Ribbon Past President
- IX. Adjourn

Closing Prayer –Fr. Korte

Catholic Development Blue Ribbon Committee Meeting September 24, 2023 Meeting Minutes

The Catholic Development Blue Ribbon Committee met on Sunday, September 24th, 2023, at the Hartington Country Club. Supper hor' d'oeuvres were served, and the meeting opened at 7:03 p.m. with a prayer by Fr. Owen Korte.

Jerry Wintz acknowledged the priests and administrators present: Fr. Owen Korte, Fr. Jim Keiter, Dr. Dan Hoelsing, Cedar Catholic Principal and his wife Jill, Cedar Catholic Assistant Principal Chad Cattau and his wife Dawn, and Holy Trinity Principal Stacy Uttecht, and her husband Chris Uttecht. Minutes from the July 3, 2023 meeting were approved in a motion by Paul Steffen and seconded by Kay Steffen after a brief discussion about the purpose of the meeting to identify the need for re-unification of Cedar County Catholic Schools and Parishes and families.

Joani Potts, Cedar County Catholic Schools & Parishes Development Director, briefly discussed the fiscal year reports and referenced the report/handouts detailing information. Joani thanked the many people and generosity who are dedicated to keeping our Catholic schools going.

Ten new memberships were welcomed in the past two months, bringing the total to 69. Alissa Bartling has been hired for the new, added position of Development Coordinator. She will begin on October 2nd.

Aggie Heine testified about the importance of Catholic education, the Cedar County Catholic School system is the brick and mortar for our community. We need to invite our young people to be part of the Blue Ribbon and our schools. Coming together is the beginning of making our school united. Ryan Creamer witnessed that he, once an outsider looking in and who at the beginning was part of the "team" of Auctioneers for the Gala - since it started, was unsure at first before finding out what a great school system this is. Ryan said they were living in Laurel when his wife Janet said we should send our kids to the Catholic school. He said he was reluctant to take this step, but his wife wanted this to happen, and it was the best decision he had ever made for his family.

Fr. Korte spoke to the members about the Cedar County Catholic Schools By-laws that will be updated with input from the Blue Ribbon Officers. The priests will ask two members from each of the Cedar County Catholic Schools' parishes to be on a Committee to help review and propose updates to the CCCS By-Laws. Fr. Korte said an acronym for this is: EWHTCC: East & West, Holy Trinity, Cedar Catholic; we come together to stick together with Jesus as our coach.

Dr. Hoelsing spoke briefly on the importance of Catholic education. We need to let our children know how much we have invested in them to come to Catholic schools. Dan said he is humbled to be back with the Catholic school system. He also stated that we have a "really good thing going here." We should all be proud of what we have accomplished.

Lastly, Duane Hoelsing gave a history of the formation of Cedar County Catholic Schools and how the Blue Ribbon Committee was formed with the help of Msgr. John Flynn, then Archdiocesan Development Director. Duane talked about the importance of the Blue Ribbon Committee's role and the importance of keeping the current Cedar County Catholic Schools & Parishes Development going and growing.

Joani briefly reported on the Truck Raffle and other fundraising activities with all income from current efforts needed and designated support for our Catholic schools.

The final business was the possibility of having another Epiphany party in January for the winter Blue Ribbon gathering.

The meeting was adjourned in a motion by Roger Koch and seconded by Janet Creamer.

Submitted by:

Julie Becker, Blue Ribbon Committee Secretary



CEDAR CATHOLIC JR. & SR. HIGH SCHOOL

*Developing Disciples
for the Future*

BYLAWS REWRITE

THE BIG CHANGE: The pastoral planning put into stark relief that we had to find a way to provide for the cooperation and betterment of our schools without the day to day guidance of our priests. Our Priests have moved from a pastor in each parish to a pastor over 7 or more parishes. Furthermore, the formation of two Families of Parishes each of which contain some of the corporate parishes of Cedar Catholic High School meant we had to overcome this perceived division with a method that would involve lay leadership. We saw in other places, High Schools like West Point Guardian Angels, Elgin Pope John, Fremont Bergan, the movement away from the Priest/President model to a Lay President model whether its Lay President and also a Principal or a Lay President who is also the Principal. Because of the complexity of our school system, even though Holy Trinity Elementary and East and West Elementary are not part of the Cedar Catholic High School Corporation, we are really very dependent on one another. Last year the Cedar Catholic High School board voted to move in the direction of a Lay President model.

LEADERSHIP FOR OUR SCHOOL; WHICH DIRECTION DO WE GO? Lay President who is the Principal or a Lay President who is over a Principal. It became more clear that we needed more help in the Development efforts of our school. It became more clear that we needed someone who was going to be concerned about the Financial life of the School and the cooperation of the three schools. Hence, we landed on the Lay President being a person who would be concerned about the overall mission of the High School but would delegate and monitor the daily work of the school to others. As President he/she would take care of financial life of the Cedar Catholic High School: budgets, salaries, board work, public relations, recruitment. In addition to this: The Lay President through the work of the board subcommittees would seek a closer association with the two Elementary Schools and find ways to move us closer to a more unified system. Finally, the Lay President would oversee the work of the Development Office.

FUNDRAISING AND DEVELOPMENT: The rewrite committee also wanted to highlight the aspects of Development that, due to many reasons, did not move more intentionally to the long term funding avenues needed by a Catholic School, especially estate planning. We also sought to bring the two elementary schools more into the Development mix by including the two Elementary Principals in board discussions. Finally, we wanted to find a way to give new life to the Blue Ribbon Committee by including them more directly into the life of the school and all its good will efforts.

- We did this by including three Blue Ribbon Members on the School's Board of Directors.
- We did this by creating functioning subcommittees to the Board, animated by a Lay President.
- We did this by creating a Development Committee that will include the Elementary Schools and the Blue Ribbon Committee in the strategic planning for all Development efforts.
- We did this by including the Endowment Board in the planning process.

JOB DESCRIPTION OF THE LAY PRESIDENT: Included in the by-laws is a paragraph listing of duties for the President. This is further elaborated on with a full Job Description based on the needs of Cedar Catholic High School and the joint Development efforts. Reference is made to the fact that our parish families have financial and long range planning needs that go beyond the Catholic Schools in Cedar County and that we need to be aware of that and figure out how to work together. This is high on the work priorities of a Lay President.. Summarizing the role of the Lay President: MISSION AND FINANCIAL VIABILITY OF CEDAR CATHOLIC HIGH SCHOOL and DEVELOPMENT FOR OUR THREE SCHOOLS. The salary will split 50/50 between Cedar Catholic and the Cedar County Catholic Schools Development Office.

SEMI-JURISDICTIONAL BOARD OF DIRECTORS: This means that the Board is responsible for Cedar Catholic High School but with some rights reserved to the Archbishop. For instance: the Board cannot change the fundamental mission of the school; it is a Catholic School and is to remain as such. For instance: the Board cannot authorize major expenditures or take on debts above a certain amount without the permission of the Archbishop. Otherwise, the continuing strength and viability of Cedar Catholic High School rests on the shoulders of the Board of Directors. When there is an opening for the position of Lay President, the Board will search for one with guidance from office of the Archdiocesan Superintendent of Schools and once chosen this choice must be affirmed by the Archbishop.

REWRITE COMMITTEE:	Marie Haahr
	Jesse Hochstein
Fr. Owen Korte, Chair	Raina Hoebelheinrich
Fr. Jim Keiter	Heather Klug
Fr. Kevin Vogel	Brian Pinkelman
Brandon Baller	Lorraine Pinkelman
Jared Bowen	Sonya Schroeder
Brandon Fiscus	Stacy Uttecht
Cassie Gubbels	

There are many other pieces to our new set of by-laws but the above gives a real sense of what the new by-laws seek to set in motion.

**2023—2024 Fiscal Year Gifts & Fundraising
Accomplished by the Catholic Development Office**

2024 Cedar County Catholic Schools Gala/Auction	\$416,955.78
2023 Ford F150 Truck Raffle Proceeds	\$150,727.09
Catholic Development Membership/Blue Ribbon Gifts	\$84,796.00
CCHS Annex Bldg./Wrestling Golf Center	\$79,725.68
Tuition Assistance & Scholarships, Blitz Dinner for Teacher Tuition Benefit	\$74,594.29
Technology Gift	\$20,000.00
Robotics Class/Club	\$27,950.00
Special Projects: Dinner gifts, Faculty & Staff Christmas/Appreciation, Band, Misc. Anonymous designations.	\$66,205.00
Memorial Endowments Gifts, Endowed Memorial Scholarships,	\$307,110.55
2023 Children’s Scholarship Fund plus Matching Funds	\$14,200.00
2023-24 Annual Fund Gifts Drive, President’s Appeal, Christmas Remembrance, \$300 Club, Out-right gifts.	\$138,239.49
Total Cash Gifts	\$1,380,503.88
Gift Value of Gala	\$287,946.00
2023 Ford F150 Platinum Truck	\$74,540.00
Total Non-cash Gifts	\$362,486.00
2023-2024 Fiscal Year Total Development Gifts	\$1,742,989.88

These outright gifts and fundraising amounts are a result of the Catholic Development Office efforts and involvement. This report does not include the annual interest earned on Endowment Funds—also a result of Development efforts through time. (Ex. Cedar Catholic utilizes approximately \$140,000 of annual endowment earnings per year for budget assistance.) This report also does not include other schools/parish dinners and fundraising or that which the Development Office does not directly host, but will assist upon request. The Catholic Development Office is accessible to assist all of our Cedar County Catholic Schools and Parishes.

The return on investment for 2023-2024 for every Blue Ribbon dollar invested in the Development program this fiscal year was: \$1 : \$20.55.

Thank you for the great generosity of all who share your time, talents, treasures and gifts-in-kind. Our Cedar County Catholic Schools & Parishes donor base is phenomenal with prayers, faith, support, time, and efforts. Thank you to each and all who support the mission of our faith by providing and supporting the environment to invite, enhance and share our faith.

Ultimately, we thank God. Please join the Catholic Development Office and Catholic Development Blue Ribbon Committee in thanking God for each great year that He blesses us to continue our Catholic heritage.

Sincere Thanks to God and Many Generous Benefactors for All of the Tremendous Gifts to Catholic Development Program

Catholic Development for Cedar County Catholic Schools & Parishes has been tremendously blessed by God with much success in the past 28 years. This report is a record of the total annual donations and fundraisers conducted by the Catholic Development Office.

The Catholic Development Blue Ribbon Committee has provided the Development program as a service to our Catholic Schools and Churches without our Catholic schools and parishes having to take from their budgets to fund this Development program. The Catholic Development Office has been successfully funded and guided by the Catholic Development Blue Ribbon Committee currently consisting of 79 memberships, a Gala distribution for conducting the Gala Dinner and Grand Auction each year, and additional gifts as needed. As this Development program progresses, goals are set each year for the its continued success.

A sincere thank you to the many donors and volunteers who have been a part of Catholic Development for 28 years; for all of your prayers, shared vision and mission for the Catholic Development program from 1996 – 2024.

The following is a report of Catholic Development program fundraising and gifts obtained from July 1, 1996 to June 30, 2024.

July 1996 to June 1997	\$165,848		
July 1997 to June 1998	\$159,992		
July 1998 to June 1999	\$362,511		
July 1999 to June 2000	\$696,869		
July 2000 to June 2001	\$715,100		
July 2001 to June 2002	\$620,457		
July 2002 to June 2003	\$623,696		
July 2003 to June 2004	\$844,015		
July 2004 to June 2005	\$801,045		
July 2005 to June 2006	\$1,143,859		
July 2006 to June 2007	\$588,565		
July 2007 to June 2008	\$568,518		
July 2008 to June 2009	\$671,891		
July 2009 to June 2010	\$674,510		
July 2010 to June 2011	\$757,074		
July 2011 to June 2012	\$963,075		
July 2012 to June 2013	\$687,805.		
July 2013 to June 2014	\$682,567		
July 2014 to June 2015	\$717,801		
July 2015 to June 2016	\$756,977		
July 2016 to June 2017	\$1,024,631		
July 2017 to June 2018	\$930,180		
July 2018 to June 2019	\$1,261,563		
July 2019 to June 2020	\$1,223,119		
July 2020 to June 2021	\$1,138,445		
July 2021 to June 2022	\$1,562,615		
July 2022 to June 2023	\$1,570,607	Cash Gifts	Non-Cash Gifts
July 3023 to June 2024	\$1,742,990	\$1,380,504	\$362,486
28 -Year Total Gifts/Fundraising	\$23,656,325		

DEVELOPMENT OFFICE OPERATING BUDGET

	BUDGET	ACTUAL	BUDGET	
OFFICE OPERATING EXPENSES	2023-2024	2023-2024	2024-2025	Net Change
Employee Payroll				
Certificated Staff	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00
Support Staff	\$ 143,000.00	\$ 151,547.17	\$ 165,000.00	\$ 13,452.83
TOTAL PAYROLL COSTS	\$ 143,000.00	\$ 151,547.17	\$ 215,000.00	\$ 63,452.83
Employee Benefits				
FICA (Payroll Taxes)	\$12,200.00	\$11,593.36	\$12,622.50	\$ 1,029.14
Employer Flex Contribution	\$7,200.00	\$7,200.00	\$10,800.00	\$ 3,600.00
Employer Pension	\$2,600.00	\$4,546.42	\$6,450.00	\$ 1,903.58
TOTAL EMPLOYEE BENEFIT COSTS	\$22,000.00	\$23,339.77	\$29,872.50	\$ 6,532.73
Office Expenses				
Technology	\$3,000.00	\$2,609.05	\$3,000.00	\$ 390.95
Telephone	\$900.00	\$957.83	\$900.00	\$ (57.83)
Postage	\$500.00	\$466.00	\$500.00	\$ 34.00
Office Supplies	\$600.00	\$747.71	\$600.00	\$ (147.71)
Office Equipment	\$500.00	\$256.79	\$500.00	\$ 243.21
Misc. Expense	\$200.00	\$70.00	\$200.00	\$ 130.00
Bank and Professional Fees	\$60.00	\$0.00	\$60.00	\$ 60.00
TOTAL MISC. OFFICE EXPENSES	\$5,760.00	\$5,107.38	\$5,760.00	\$ 652.62
Development Program Expenses				
Blue Ribbon Annual Dinner	\$1,000.00	\$979.92	\$1,000.00	\$ 20.08
Alumni and Public Relations	\$200.00	\$231.97	\$200.00	\$ (31.97)
Travel Expense	\$0.00	\$0.00	\$0.00	\$ -
Education and Professional Costs	\$0.00	\$0.00	\$0.00	\$ -
TOTAL PROGRAM EXPENSES	\$1,200.00	\$1,211.89	\$1,200.00	\$ (11.89)
TOTAL DEVELOPMENT EXPENSES	\$171,960.00	\$181,206.21	\$251,832.50	\$ 70,626.29
OFFICE OPERATING INCOME	2023-2024	2023-2024	2024-2025	Net Change
Current Blue Ribbon Memberships	\$ 79,000.00	\$ 64,796.26	\$ 80,000.00	\$15,203.74
New or additional Blue Ribbon Memberships	\$ -	\$ 20,000.00	\$ 10,000.00	-\$10,000.00
Other Misc. Income	\$ -	\$ -	\$ -	\$0.00
TOTAL BLUE RIBBON MEMBERSHIPS	\$ 79,000.00	\$ 84,796.26	\$ 90,000.00	\$5,203.74
Development Office Gifts and Donations	\$15,000.00	\$14,500.00	\$15,000.00	\$500.00
TOTAL DONATIONS AND GIFTS INCOME	\$15,000.00	\$14,500.00	\$15,000.00	\$500.00
TRUCK RAFFLE (10% for 2024-2025)	\$0.00	\$0.00	\$15,000.00	\$15,000.00
FALL AUCTION NEW	\$0.00	\$0.00	\$10,000.00	\$10,000.00
Fall Blitz (10% for 2024-2025)	\$0.00	\$0.00	\$2,900.00	\$2,900.00
GALA (10% for 2024-2025)	\$25,000.00	\$25,000.00	\$42,000.00	\$17,000.00
TRANSFERS FROM SAVINGS ACCOUNT	\$0.00	\$23,078.77	\$0.00	-\$23,078.77
ANNUAL FUND DRIVE (10% for 2024-2025)	\$0.00	\$0.00	\$13,000.00	\$13,000.00
ANNUAL GOLF TOURNEY NEW	\$0.00	\$0.00	\$5,000.00	\$5,000.00
TOTAL PROGRAM RECEIPTS	\$25,000.00	\$48,078.77	\$87,900.00	\$39,821.23
TOTAL DEVELOPMENT OFFICE RECEIPTS	\$ 119,000.00	\$ 147,375.03	\$ 192,900.00	\$45,524.97

Profit/(Loss) \$ (52,960.00) \$ (33,831.18) \$ (58,932.50)

DEVELOPMENT PROGRAM BUDGETS

	BUDGET	ACTUAL	BUDGET	
Development Program Receipts	2023-2024	2023-2024	2024-2025	Net Change
CSF Tuition Assistance	\$12,000.00	\$14,200.00	\$12,000.00	(\$2,200.00)
Blue Ribbon Membership Program (Office)	\$70,000.00	\$84,796.00	\$90,000.00	\$5,204.00
Annual Truck Raffle (Cedar Catholic Budget)	\$150,000.00	\$150,727.09	\$150,000.00	(\$727.09)
FALL AUCTION (Office) NEW	\$0.00	\$0.00	\$10,000.00	\$10,000.00
Fall Blitz (Employee Student Scholarships)	\$20,000.00	\$20,000.00	\$29,000.00	\$9,000.00
Gala Program (Cedar County Catholic School Budgets)	\$408,000.00	\$416,955.78	\$420,000.00	\$3,044.22
Special Projects (Msngr. Werner Wrestling/Golf Annex)	\$70,000.00	\$79,725.68	\$66,500.00	(\$13,225.68)
Technology Gift and Robotics Program (Cedar Catholic)	\$45,000.00	\$47,950.00	\$45,000.00	(\$2,950.00)
Tuition Assistance and Tuition Scholarships	\$45,000.00	\$54,594.29	\$45,000.00	(\$9,594.29)
Memorial Endowment Gifts	\$225,000.00	\$307,110.55	\$277,000.00	(\$30,110.55)
2025 Development Golf Tournament (Office) NEW	\$0.00	\$0.00	\$5,000.00	\$5,000.00
Special Projects (Band, Dinner Gifts, Faculty/Staff Christmas Appreciation, Anonymous Gifts)	\$60,000.00	\$66,205.00	\$60,000.00	(\$6,205.00)
Annual Fund Drive (Cedar Catholic Budget) (President's Appeal, Christmas Remembrance, \$300 Club, Other Misc. Gifts)	\$120,000.00	\$138,239.49	\$130,000.00	(\$8,239.49)
Total Program Cash Receipts	\$1,299,540.00	\$1,380,503.88	\$1,339,500.00	-\$41,003.88
Non Cash Donations: Truck, Gala Gifts,	\$350,000.00	\$362,486.00	\$350,000.00	-\$12,486.00
Total Program Donations and Cash Receipts	\$1,649,540.00	\$1,742,989.88	\$1,689,500.00	-\$53,489.88

Development Program Obligations	2023-2024	2023-2024	2024-2025	Net Change
Cedar Catholic Budget Support	\$350,000.00	\$350,000.00	\$375,000.00	\$25,000.00
Holy Trinity Budget Support	\$75,000.00	\$75,000.00	\$80,000.00	\$5,000.00
East and West Catholic Budget Support	\$75,000.00	\$75,000.00	\$80,000.00	\$5,000.00
Cedar Catholic Employee Student Scholarships	\$25,000.00	\$25,295.63	\$28,718.75	\$3,423.12
Development Office Support	\$171,960.00	\$181,206.21	\$251,832.50	\$70,626.29
Memorial Endowments Gifts	\$225,000.00	\$307,110.55	\$250,000.00	(\$57,110.55)
Special Project (Msngr. Werner Annex)	\$140,000.00	\$73,500.00	\$66,500.00	(\$7,000.00)
Special Projects (All others)	\$100,000.00	\$120,799.29	\$105,000.00	(\$15,799.29)
Technology Gift and Robotics Club	\$47,200.00	\$47,200.00	\$47,200.00	\$0.00
All Students Tuition Assistance	\$50,000.00	\$54,594.29	\$45,000.00	(\$9,594.29)
Total Program Commitments	\$1,259,160.00	\$1,309,705.97	\$1,329,251.25	\$19,545.28

* Prepaid 2024-2025 Obligation to Cedar Catholic: \$156,011.75

Profit/(Loss) \$40,380.00 \$70,797.91 \$10,248.75

Development Office Cash and Investments	7/1/2023	6/30/2024	7/1/2024	Net Change
CHECKING ACCOUNT BALANCE	\$31,604.68	\$8,628.85	\$8,628.85	\$0.00
SAVINGS ACCOUNT BALANCE	\$28,749.52	\$4,962.75	\$4,962.75	\$0.00
CD #2086	\$6,494.14	\$6,494.14	\$6,494.14	\$0.00
CD #1458	\$6,663.57	\$6,663.57	\$6,663.57	\$0.00
Leo and Clara Kathol Development Endowment	\$79,000.00	\$85,171.44	\$85,171.44	\$0.00
Leo and Clara Kathol Memorial Tuition (HT Students)	\$90,000.00	\$100,553.23	\$100,553.23	\$0.00
FALL BLITZ	\$14,122.21	\$10,523.67	\$10,523.67	\$0.00
TRUCK RAFFLE	\$3,644.04	\$4,564.78	\$4,564.78	\$0.00
DEVELOPMENT OFFICE CLEARING ACCOUNT	\$118,977.89	\$172,730.44	\$172,730.44	\$0.00
300 CLUB	\$1,340.05	\$13,493.04	\$13,493.04	\$0.00
DONOR CLEARING ACCOUNT	\$22,540.44	\$12,540.44	\$12,540.44	\$0.00
GALA ACCOUNT	\$21,871.07	\$98,768.77	\$98,768.77	\$0.00
GALA RAFFLE ACCOUNT	\$1,958.27	\$1,805.26	\$1,805.26	\$0.00
CCHS ANNEX ACCOUNT	\$16,770.09	\$6,225.68	\$6,225.68	\$0.00
CHARTER BUS MAINTENANCE FUND	\$5,611.96	\$3,432.56	\$3,432.56	\$0.00
ALUMNI ASSOCIATION	\$5,126.54	\$5,108.99	\$5,108.99	\$0.00
TOTAL CASH AND INVESTMENTS	\$422,869.79	\$533,038.76	\$533,038.76	\$0.00

Catholic Development Office Development Work Focus for August

Cedar Catholic Ford F150 Truck Raffle

- ✓ Prepare promotional and publicity pieces/letters/flyers.
- ✓ Assign/distribute truck ticket packets to truck ticket sellers. Develop an additional truck buyers list.
- ✓ Promote raffle truck at various places, assisted by Kleinschmit Trucking. Assist truck sitting.
- Develop an additional/new Truck raffle ticket buyers list.
- Monitor, support, and encourage successful ticket sales with ticket sellers.
- Data entry of ticket sales, deposit raffle payments, and oversee ledger as ticket sales are turned in.

CCHS 300 Club

- ✓ Conduct/assist 300 Club Chm. Alice Pommer with the CCHS 300 Club ticket sales and drawing.
- Develop an additional/new 300 Club buyers list.
- ✓ Make tickets, publicity pieces, and distribute.

Catholic Development Blue Ribbon Dinner

- ✓ Plan and Prepare the dinner with the Blue Ribbon Exec Committee.
- ✓ Prepare reports for the dinner meeting.
- ✓ Do publicity, letters, and RSVPs.

Strategic Planning for the Development Office/Program

Alumni Relations

- Begin to develop plans for an expanded Alumni Relations program.
- ✓ Plan and assist the Alumni Association with the September 20 & 21st All-School social at the Brewhaus and morning-after breakfast at Holy Trinity School.
- Conduct publicity for the Alumni get-together and Tailgate breakfast.

Enhance Current & New Fundraising Events

- ✓ Research ways to expand and enhance the upcoming CCHS Fall Blitz Dinner & Raffle and the scholarship luncheon.
- Research a possible summer golf tournament.
- ✓ Research and conduct a Fall On-line Auction to benefit the Catholic Development program.
- Research ways to expand our services and raise additional funds for our Catholic elementary schools and Cedar Catholic.
- ✓ Conduct/invite parents, grandparents, and friends to a Family Consumer Science Classes “Kitchen Shower” for the new CCHS Family Consumer Science program. (Suggestion for Grace do a gift registry that guests can purchase gifts and drop off at the Development Office for us to collect and take to Cedar by a certain date, to avoid a lot of foot traffic/ busy work in Cedar office and allow Dev to track gifts and prepare thank yous.)
- Visit with Dan and elementary school principals regarding financial needs.

Research Digital Marketing & Other Marketing Opportunities for Our Catholic Schools

- Research online, social media, and ways to reach out and welcome our families and friends.

Development Office Operations

- ✓ Design and compose mailings and promotional pieces.
- ✓ Continue to keep database updates and donor records.
- ✓ Offer the Development Office as a pleasant, welcoming, and clean reception area for guests, committee members, and friends. Work within our social contracts.
- ✓ Continue moving to “paperless” efforts via scanning in documents.
- Check in and put away Gala 2025 gifts as turned in.

Financials & Financial Assistance to Catholic Schools

- State Raffle Annual Reports due; prepare and file.
- ✓ Past fiscal year and current financial Reports.
- ✓ Prepare 2024-2025 projected budget for the Catholic Development Office. Usually done in July.
- ✓ Pay development bills semi-monthly and do bookwork. Expand Blue Ribbon membership and raise more gifts to fund Catholic Development payroll and office expenses.
- Raise/get monthly Development payments to Cedar Catholic for their budget.
- Complete obtaining gifts to pay off the loan balance of the Werner Annex 30 parking spaces.
- Cultivate and invite other and estate gifts.
- Report to the School Board via the Development Committee.

Catholic Development Office
New Fundraising/Gift Considerations to Meet Needs
for Development Office Budget & Catholic School Needs

- ✓ Enhance current programs, events, and gift opportunities.
- ✓ Family Consumer Science Kitchen Shower – Benefits the two new class kitchens & class needs.
- Fall On-line Auction – To Benefit Development Budget
- Development Office to Receive 10% of all fundraiser efforts to help fund the Development Program.
 - Enhance the Scholarship Luncheon
- Enhancements of CCHS Fall Blitz Dinner/Raffle – Benefits Teacher’s Students Tuition
- Go Give Big Red Day on May Day (In conjunction with the Annual Drive Efforts) – Benefits Cedar Catholic
 - Summer Golf Tournament – To Benefit Catholic Development
 - Prayer-a-thon (Pledges/support for a Designated date/day for 24/7 Prayers.) – Benefits Our Catholic Schools or Development
- Alumni Days Event—A day retreat featuring the talents and expertise of Alumni who will be speakers, demonstrate skills, and participate in a vendor fair.
 - Winter Concert

Planning Focus for August 5, 2024

1. Opening Information Letter, schedules, etc...

- a. 2024-2025 Letter to parents
- b. Finalize Opening Staff Workshop Schedule

2. Handbook Changes: Review topics to cover with staff in our opening meetings.

- a. Work Hours: *7:30 to 4:00. (Staff Prayer/Meetings) Tuesday, Thursday, Friday*
- b. Hall passes and record logs: *Hall/Bathroom Passes, written passes for all other.*
- c. Cell phone regulations: *Kept in the locker, checked at the classroom door.*
- d. Discipline/classroom management, detentions, etc: *Teachers can give teacher detentions, the office will follow the handbook on school detentions done by the principal.*
- e. Homework/Grading: *A minimum of one grade per week with a reasonable turnaround on graded student work/tests.*

3. Teacher Observation Schedule/Focus

- a. Teachers will submit a class syllabus for the 2024-2025 school year by Labor Day.
- b. The Principal will continue to use a google doc for teachers to submit weekly lesson plans.
- c. The Principal will develop a teacher observation schedule for September identifying the focus for each walk-through visit.

4. School Safety/Crisis/Emergency Operation Plan (EOP)

- a. Classroom safety drill charts and manual (Review charts with all staff)
- b. Required Safety Professional Development: Develop and post training requirements for the 2024-2025 school year. We will compile and send list/links to Archdiocese.
- c. Required safety drills: Need to review with staff prior to drills.

5. School Accreditation Visitation Report and Response

- a. Review the 2022 Visitation Report and progress made in areas identified for improvement.
- b. Review the NDE accreditation letter and prepare for the onsite visit.

6. School Facility Rental Agreement and Waiver Form

- a. Response: We have the agreement from Catholic Mutual along with the waiver form for individuals/groups not associated with the school or parish.

7. Review the 2024 Cedar Catholic STRAT Plan with a three-year focus for 2024-2027.

- a. Review the proposed 2024-2027 STRAT Plan
- b. Discuss individual roles in working with the board committees.

8. Cedar Catholic Schools Bylaws: The Bylaws, Articles of Incorporation, and Lay President's Job Description were updated by the Archdiocese legal counsel.

- a. Review Cedar Catholic Schools Bylaws.
- b. Review Articles of Incorporation.
- c. Review Lay President's Job Description. (hope it is the final draft)

9. Cedar Catholic Open House: Review details of the Schedule for the Open House.

10. Blue Ribbon Committee: I will work with Joani Potts on scheduling these events.

- a. TBA. Executive Committee Meeting at HT Conference Room @ 5:30 PM
- b. August 18th Appreciation Supper at the Country Club @ 5:00 PM

11. Cedar Catholic School Website:

- a. The office staff will continue working on getting information on the website as a communication resource for staff, students, and parents. We welcome any staff member interested in providing information on this site. This can be a great way for us to communicate with the various groups in our school and community.

12. Random Drug Testing Program

- a. We need to order the testing kits and compiling the list of students for the program.

13. Students selling food items from their locker:

- a. NO, students are not allowed to sell food items or other non-school related items during the school day.

14. Student TA's at Holy Trinity, Office and Work Based Programs: See required monthly forms for students involved in these programs.

15. Independent Reading Program: STAR Test Dates are open until September 13th. Students who test at or above grade level will be allowed study time rather than required reading time.

16. Morning Activities Conflict: If we have severe heat, we may need to move practice times to the morning to stay in compliance with NSAA regulations. We may encounter conflicts with activities that had to move practices to the mornings with other scheduled activities. All morning practices, not on the schedule must be approved through the Activities Director.

17. Robotics: Due to the additional classes, we had to move the two robotics rooms together. We will open the schedule again for students to enroll in the robotics class. Russ Gade will be assigned to teach the class. We will be recruiting parents of the students enrolled or interested in robotics to support the program outside of the regular school day (evenings, weekends)

18. Faculty Meeting: The High School faculty meeting is on the schedule for Tuesday, August 13th at 10:00 AM. We will be finalizing the agenda for this meeting this week. The Development Office staff will be included in this meeting to kick-off this school year.

19. Back to School Night: Our back to school night is Wednesday from 6:00-8:00 PM.

20. August Safety Drills: Bus Evacuation September 4th. Fire Drill: August 28th.

21. Principal's focus: Teacher walk-through observations. Cell phone policy check. Computer access (gaming, huddle), hall pass system, dress code and hair, custodial schedule, communication inside/outside of the building, 2024-2025 admin/teacher social contract,

22. Review 2023-2024 Budget Information: See Attached.

23. Review President's Job Description: 50% Cedar Catholic/50% Development Office. See attached.

24. Blue Ribbon Dinner Meeting Agenda: The Blue Ribbon Dinner was held on Sunday, August 18th. See attached Information.

25. Reassignment of Alissa Bartling's position and job responsibilities. Alissa will be working out of room 217. She will have a work assignment from the Development Office focusing on developing websites, promotional documents. See attached August Focus in the Blue Ribbon Meeting information. As she works through her Development Office responsibilities, we can begin to use her to assist us with the development of the Cedar Catholic website.

26.

Cedar Catholic Activities Director's Report

Fall activities are underway. We currently have 52 football players, six cross country runners, six girls golfers and 23 volleyball players. Both the football and volleyball teams held their annual scrimmages today after school. Both also had their parent meetings. The girls golf team had their first meet today in O'Neill.

All of our coaches are now certified in CPR going into this school year. Nurse Hoelsing did the testing for everyone. This is a new requirement from the NFHS, along with their other requirements for coaches.

We held our yearly coaches meeting last Thursday for all of our head coaches. We went through a variety of NSAA policies and various school policies. We do not have any new head coaches this season.

The Booster Club Kickoff is scheduled for 7:00 on Friday, August 23rd at the Msgr. Werner Activity Center. Guest Speaker for the event is Nichole Brungardt, Norfolk Catholic Graduate and former Olympian.



ARCHDIOCESE of OMAHA

JOB DESCRIPTION

POSITION TITLE: Cedar Catholic High School of Hartington, NE: President
REPORTS TO: Archbishop & Superintendent of Schools
EFFECTIVE DATE: TBD
POSITION STATUS: Exempt: Full-Time

POSITION SUMMARY:

The President of an Archdiocese of Omaha School articulates the mission and vision of the school and assumes total responsibility for its external and internal operation. As the Chief Executive Officer, the individual is accountable to the Archbishop of Omaha and the Superintendent of Schools, as well as the Board of Directors and other advisory entities.

The President serves as the primary spiritual leader of the school and communicates and promotes Catholic values in all aspects and functions of the position. He/She is responsible for creating and promoting a strategic vision for the institution, seeking sufficient financial resources for the school, and maintaining sound fiscal management of all business operations. Comprehensive attention is afforded to development efforts with current families, alumni, friends of the school, and community and corporate partners.

In collaboration with the principal, who has primary responsibility for the daily operation of the school, the President ensures, through proper delegation and oversight, that all academic, spiritual, social, extracurricular activities, recruitment and promotion efforts, and other internal operations are successfully achieved.

The President maintains a positive attitude and respects the dignity of each person and is committed to resolving conflicts and difficulties, applying appropriate problem solving strategies. He/She maintains a strong working relationship with all stakeholders based upon mutual respect. The President promotes the overall reputation and values of the school, serving as the primary liaison between the school, the Board, and the Archdiocese. The President serves as an ex-officio member of the school board, any and all school councils, sub committees, clubs, and/or committees.

The President of Cedar Catholic High School has an added and unique responsibility in that he/she also oversees the Development efforts that directly affect the two Elementary Feeder Schools: East and West Elementary and Holy Trinity Elementary. The role of the President is that of a unifier and strengthener of the bonds that bind Cedar County Catholic Schools.

MAJOR DUTIES AND RESPONSIBILITIES:

Faith Community

- Assumes the role of spiritual guide and establishes the vision for the day to day operations of the school, infusing it with Christian hope and fidelity to Gospel values.
- Seeks to ensure that all stakeholders know, understand, and live the Catholic mission of the school.
- Assures promotion of Christian values and orchestrates varied opportunities to engage students, faculty, and staff in faith development experiences.
- Collaborates with principal and staff to develop Campus Ministry programs and retreats which align with the mission of the school.
- Clearly articulates to the community at large how Catholic education promotes the Gospel messages and encourages students to live as Jesus did.
- Preserves at all times the authentic Catholic identity of the school.

Development/Fundraising

- Hires the Director of Development and uses the Board Development Committee to assist in the search process.
- Supervises and evaluates the efforts of the development officers and ensures all development outreach efforts align with the school's mission, strategic plan, board, and archdiocesan expectations.
- Frequently fosters relationships with varied stakeholders (alumni, current parents, friends of the school, parents of alumni, community leaders, corporate supporters, area pastors, etc.)
 - Annually identifies, with assistance from Board and archdiocesan resources, top donor prospects. Seeks to meet regularly with such donors to strengthen the relationship with the school. Maintains/Nurtures existing relationships previously established.
- Attends fundraising events of the elementary feeder schools as well as other local fundraising events. Time permitting, seek involvement in local civic organizations ie. (Chamber of Commerce)
- Regularly reviews print media (Midlands Business Journal, Omaha World Herald, etc.) to track career accomplishments of parents, donors, alumni, friends of the school, etc.
 - Reach out to said stakeholders to offer congratulations from the school (to further bolster the school's outreach and networking)
- Ensures the presence of a Development Sub-Committee of the Board. Meets at least three times a year with the committee to discuss general vision for the school's development efforts, potential new donors, and other applicable outreach efforts. Ensures the Development Committee reports semi-regularly to the Board of Directors regarding development efforts at the school.
- Supervises all fundraising events including the annual appeal, auctions, golf tournaments, etc. Annually reviews such events with the Development Committee to discuss opportunities for improvement and growth.

Business Operation

- Provides proper oversight of all business and financial operations of the school.
- Ensures sound fiscal management of all resources as well as oversight of any and all needs of the physical property.
- In collaboration with the appropriate business office staff and Board of Directors, annually develops a fiscally sound budget.
 - Oversees the proper implementation of the budget during the course of the fiscal year.
 - Submits a Board approved budget to the Archdiocese of Omaha on an annual basis.
- Respond to all legal requirements of the school.
- Direct the financial aid program unless such responsibility is delegated to appropriate staff.
- Assists as necessary with annual audit practices.
- Directs and ensures compliance with city, county, and state guidelines to meet fire, health, safety and security requirements.
- Through an annual report, thus offering transparency regarding the business operation of the school, shares a summary of the fiscal status of the school. Guidance on annual report data should be sought from the archdiocese and the school's audit firm.

Strategic Planning

- Ensures the school has a viable and well-designed strategic plan which offers a 3-5 year vision for the school. A thorough analysis of all internal and external opportunities and challenges has been incorporated into the process.
 - Templates for strategic planning discussion, design, implementation, and assessment are available through the Catholic School Office
- Shares the vision of the strategic plan with all stakeholders.
- Delegates action items within the strategic plan to appropriate employees and committees within the school.
- Ensures regular updates to all stakeholders on progress and success in implementing the strategic plan.

Board Relations

- Establishes a strong working relationship with the Board of Directors.
- The President works with the Board to fulfill the school's mission and helps the Board formulate strategic planning goals.
- Works closely with the Board on developing appropriate school policies and recommendations for programmatic enhancement.
- In collaboration with the Board, develops and implements the strategic plan and provides regular updates on the progress implementing the plan.
- Ensures proper implementation of all current Board policies.
- Provides leadership and guidance for the implementation of policies established by the Archdiocese of Omaha and/or the Catholic Schools Office.
- Attends all Board of Director and Board Sub-Committee meetings.
 - Ensures agendas and minutes are properly recorded.
- Assists the current Board of Directors with the identification, cultivation, and proper training of new Board members.
- Serves as a liaison between the Board of Directors and the greater school community.
- Keeps Board of Directors informed of happenings within the school community.

Daily Operations

- Hires the Principal of Cedar Catholic High School and uses members of the Cedar Catholic High School Board of Directors to assist in the search.
- Supervises and evaluates the Principal and all his/her extra duties. Assures there is good communication between the Principal and various constituents.
- Recognizes that the principal is responsible for daily operation of the school and ensures that said individual has the support necessary to be successful in his/her role.
 - Assists, as necessary, with the faculty/staff hiring and contract renewal and non-renewal needs of the school.
 - Ensures the overall quality of the academic, extracurricular, and personal/social/spiritual programs of the school by properly delegating these responsibilities to the appropriate personnel. The President balances involvement and oversight while not micromanaging these responsibilities.
 - In collaboration with appropriate personnel, and as necessary, assists in the recruitment and retention of students.
 - As needed, assists the principal in the design of professional development opportunities for faculty and staff.
- In order to provide a shield from the perception of unfairness, as the direct supervisor of the Cedar Catholic Principal, the President would manage discipline issues for the children of the Principal and vice versa.
- Serves as the final in-house appeal on all personnel and student matters.
- The essential role of the President to the overall mission of the school means that it would be rare occasion for the President to have extra duties. (example: A coach).

Communication/Community Awareness

- Is regularly visible to all stakeholders in the community.
 - Attends school sponsored events and activities
- Properly and as often as necessary communicates school happenings, successes, business matters, etc. to stakeholders via any and all modes of communication.
- Ensures the school community properly utilizes social media in its communication and recruitment efforts.
- Maintains regular communication with major feeder schools and corresponding pastors.
- Keeps the Catholic School Office and appropriate Archdiocesan offices aware of pertinent school happenings/issues.
- Through all prior job responsibilities, the President ensures that the overall mission and vision of the school is clearly defined and communicated to both internal and external stakeholders as well as the community at large.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

The requirements below are representative of the knowledge, skill, and ability required.

- Active practicing Roman Catholic in full communion with the Church.
- Strong professional with a Christ-centered approach towards all people.
- Demonstrated experience working with and understanding the needs of students.
- Committed to Catholic, co-education.
- Proven, effective communication skills, understanding the diplomacy required to work with a varied constituent group.
- Exceptional organizational and strategic thinking skills.
- Demonstrated self-starter with experience to work independently, set schedules, prioritizes tasks, and work with others in a team setting.
- Demonstrated experience in creating a vision and leading other toward that vision for the total evangelization mission of the Church.
- Excellent relationship skills to represent the Archdiocese locally, regionally and nationally.
- Life Long learner, continued evidence of continuing formation.
- Demonstrated leadership skills including: building relationships, conflict resolution, coaching, delivering feedback, hold others accountable, empowering and motivating others and other general management, supervision and skills.
- Strong Computer Skills.
- Willingness and ability to work evenings and weekends.

August Meeting Reports

Transportation: We are running two regular bus routes and one mini route between Hartington and East and West Catholic. Sheila is managing our bus routes for regular transportation along with assigning vehicles and drivers for activities.

Maintenance on All vehicles is completed and all vehicles have been inspected and are approved for the 2024-1015 school year. The Charter Bus needed some maintenance (\$1,512.71). This was covered by the Development Office.

Building and Grounds: Our Catholic Mutual does inspections of our buildings and grounds each year. They identified a couple of potential areas to be filled on our sidewalks. They also identified some areas on the street where our students park across the street and north of the Parish Office.

Jeff did a great job of getting through the building this summer doing our annual cleaning, waxing, painting and fixing. With the new staff and programs, there were many rooms that needed to be rearranged to accommodate these needs. The custodial duties for this year are as follows:

Jeff Andrew: Maintenance and cleaning hallways, steps, and trash. He will also assist in moving concessions from the Msngr. Werner Concessions to the Football Field and Track Complex.

Vickie Donner: Bathrooms and Drinking Fountains

Heather Showen: Classrooms

Mr. Cattau is supervisor of this program and works with them to keep our building clean and in good repair.

Finance: See attached Finance Reports

	Jul 1 - Aug 21, 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
ATHLETICS AND ACTIVITIES INCOME			
3020 · Student Athletics			
3020D · Football	656.31	0.00	100.0%
3020L · Athletics Miscellaneous	2,624.10	0.00	100.0%
Total 3020 · Student Athletics	3,280.41	0.00	100.0%
Total ATHLETICS AND ACTIVITIES INCOME	3,280.41	0.00	100.0%
FUNDRAISER INCOME			
3142 · Memorials	100,936.45	0.00	100.0%
3145 · Donations/Gifts	7,158.93	0.00	100.0%
Total FUNDRAISER INCOME	108,095.38	0.00	100.0%
OTHER OPERATING REVENUE			
3564 · Interest Income	404.36	0.00	100.0%
3565 · Miscellaneous Income	49.00	0.00	100.0%
Total OTHER OPERATING REVENUE	453.36	0.00	100.0%
SCHOOL TUITION AND FEES			
3001 · TUITION			
3001A · Tuition from Scholarships	1,745.00	0.00	100.0%
3001B · Past Due Tuition	10,592.50	0.00	100.0%
3001C · Tuition from Development	7,905.00	0.00	100.0%
3001 · TUITION - Other	101,927.04	0.00	100.0%
Total 3001 · TUITION	122,169.54	0.00	100.0%
3003 · Parish Subsidies			
3003A · Holy Family	24,858.24	0.00	100.0%
3003B · Holy Trinity	34,160.75	0.00	100.0%
3003C · All Saints Church	20,370.94	0.00	100.0%
3003D · St. Michael	4,166.73	0.00	100.0%
Total 3003 · Parish Subsidies	83,556.66	0.00	100.0%
Total SCHOOL TUITION AND FEES	205,726.20	0.00	100.0%
Total Income	317,555.35	0.00	100.0%
Gross Profit	317,555.35	0.00	100.0%
Expense			
ATHLETICS AND ACTIVITIES			
4020 · Athletics			
4020D · Football	6,262.80	0.00	100.0%
4020E · Track and Field	300.00	0.00	100.0%
4020H · Dance	-181.65	0.00	100.0%
4020J · Girls Golf	75.00	0.00	100.0%
4020L · Athletics Miscellaneous	6,640.27	0.00	100.0%
Total 4020 · Athletics	13,096.42	0.00	100.0%
4023 · Activities and Clubs			
4023H · Campus Ministry	802.71	0.00	100.0%
Total 4023 · Activities and Clubs	802.71	0.00	100.0%
Total ATHLETICS AND ACTIVITIES	13,899.13	0.00	100.0%
DEPARTMENT PERSONNEL COSTS			
CERTIFIED STAFF			
4201 · Teacher Salaries	68,102.56	0.00	100.0%
Total CERTIFIED STAFF	68,102.56	0.00	100.0%
NON-CERTIFIED STAFF			
4203 · Administrative Staff	7,953.82	0.00	100.0%
4205 · Transportation Services			
4205C · Transportation Supervisor	467.90	0.00	100.0%
4205 · Transportation Services - Other	381.30	0.00	100.0%
Total 4205 · Transportation Services	849.20	0.00	100.0%
4206 · Maintenance Staff	3,536.00	0.00	100.0%
Total NON-CERTIFIED STAFF	12,339.02	0.00	100.0%

	Jul 1 - Aug 21, 24	Budget	% of Budget
OTHER STAFF			
4207 · Nurse Contract	416.67	0.00	100.0%
4208 · Aids & Temporary Help	341.25	0.00	100.0%
4209 · Coaching	8,151.28	0.00	100.0%
4220 · Concessions Staff	374.33	0.00	100.0%
Total OTHER STAFF	9,283.53	0.00	100.0%
4214 · Federal Taxes	5,928.65	0.00	100.0%
4215 · Employer Flex Contributions	2,301.26	0.00	100.0%
4216 · Employer Pension	1,925.22	0.00	100.0%
4217 · Health Insurance	8,551.19	0.00	100.0%
4218 · Professional Development	803.04	0.00	100.0%
Total DEPARTMENT PERSONNEL COSTS	109,234.47	0.00	100.0%
FACILITIES & ADMIN EXPENSES			
4431 · Printing & Copying	818.34	0.00	100.0%
4432 · Utilities			
4432A · Fuel	80.35	0.00	100.0%
4432B · Water and Sewer	522.10	0.00	100.0%
4432C · Electricity	1,931.16	0.00	100.0%
Total 4432 · Utilities	2,533.61	0.00	100.0%
4433 · Telephone	584.66	0.00	100.0%
4439 · Office Supplies	621.33	0.00	100.0%
4440 · Service Contracts	2,245.77	0.00	100.0%
4443 · Building & Grounds			
4443A · Custodial Supplies	1,002.10	0.00	100.0%
4443B · Parts & Service	10,735.74	0.00	100.0%
4443C · Groundskeeping	3,900.00	0.00	100.0%
Total 4443 · Building & Grounds	15,637.84	0.00	100.0%
4444 · Property/Auto/Workers Comp Ins	9,227.18	0.00	100.0%
4445 · Administrative Fees	1,086.19	0.00	100.0%
4447 · Legal Fees	250.00	0.00	100.0%
4451 · Automotive			
4451A · Fuel	511.72	0.00	100.0%
4451B · Maintenance	3,278.38	0.00	100.0%
Total 4451 · Automotive	3,790.10	0.00	100.0%
4452 · Supplies Expense	5,776.98	0.00	100.0%
4453 · Miscellaneous Expenses	712.50	0.00	100.0%
Total FACILITIES & ADMIN EXPENSES	43,284.50	0.00	100.0%
INSTRUCTIONAL MATERIALS			
4322 · Business Education	721.11	0.00	100.0%
4324 · Language Arts	373.33	0.00	100.0%
4327 · Languages	110.94	0.00	100.0%
4328 · Library	500.40	0.00	100.0%
4329 · Math	18.40	0.00	100.0%
4330 · Music			
4330A · Instrumental	4,486.24	0.00	100.0%
Total 4330 · Music	4,486.24	0.00	100.0%
4331 · Natural Science	4,784.59	0.00	100.0%
4333 · Religion	1,608.62	0.00	100.0%
4335 · Social Sciences	74.95	0.00	100.0%
4337 · Instructional Supplies	7,277.18	0.00	100.0%
4338 · Technology Supplies	564.00	0.00	100.0%
4339 · Robotics	11,000.00	0.00	100.0%
43390 · Art	86.88	0.00	100.0%
Total INSTRUCTIONAL MATERIALS	31,606.64	0.00	100.0%
Total Expense	198,024.74	0.00	100.0%
Net Ordinary Income	119,530.61	0.00	100.0%

12:29 PM
08/21/24
Cash Basis

Cedar Catholic High School
Profit & Loss Budget vs. Actual
July 1 through August 21, 2024

	<u>Jul 1 - Aug 21, 24</u>	<u>Budget</u>	<u>% of Budget</u>
Other Income/Expense			
Other Income			
RESTRICTED / RELEASED ITEMS			
3705 · Released Funds from Endowments			
3705A · ACNM	28,765.68	0.00	100.0%
3705B · MWAC	26,668.66	0.00	100.0%
3705 · Released Funds from Endowments - Other	693.02	0.00	100.0%
Total 3705 · Released Funds from Endowments	56,127.36	0.00	100.0%
3706 · Released Funds			
3706A · Released Funds from Development	50,000.00	0.00	100.0%
Total 3706 · Released Funds	50,000.00	0.00	100.0%
Total RESTRICTED / RELEASED ITEMS	106,127.36	0.00	100.0%
Total Other Income	106,127.36	0.00	100.0%
Net Other Income	106,127.36	0.00	100.0%
Net Income	<u>225,657.97</u>	<u>0.00</u>	<u>100.0%</u>

EXPENDITURE REPORT	2020-21	%	2021-22	%	2022-23	%	2023-24	%	2024-25	%
July Total	\$90,893.69	6.12%	\$109,851.02	7.09%	\$133,908.19	8.29%	\$140,907.68	8.48%	\$122,494.14	7.06%
Payroll and Benefits	\$80,980.06	7.26%	\$87,719.50	7.32%	\$91,023.91	7.37%	\$91,106.21	7.03%	\$100,200.18	7.32%
Accounts Payable	\$9,913.63	2.67%	\$22,131.52	6.32%	\$42,884.28	11.26%	\$49,801.47	13.65%	\$22,293.96	6.07%
August Total	\$163,948.25	17.15%	\$118,012.17	14.71%	\$129,299.74	16.29%	\$188,168.63	19.81%	\$0.00	7.06%
Payroll and Benefits	\$90,534.42	15.38%	\$86,120.57	14.50%	\$96,733.94	15.21%	\$104,470.73	15.08%		7.32%
Accounts Payable	\$73,413.83	22.46%	\$31,891.60	15.42%	\$32,565.80	19.81%	\$83,697.90	36.59%		6.07%
September Total	\$122,354.01	25.38%	\$147,778.34	24.25%	\$158,238.09	26.09%	\$153,863.04	29.07%	\$0.00	7.06%
Payroll and Benefits	\$91,327.17	23.57%	\$107,544.41	23.48%	\$107,648.06	23.93%	\$111,254.44	23.66%		7.32%
Accounts Payable	\$31,026.84	30.83%	\$40,233.93	26.90%	\$50,590.03	33.09%	\$42,608.60	48.27%		6.07%
October Total	\$131,800.23	34.25%	\$148,324.28	33.83%	\$188,042.75	37.73%	\$161,121.75	38.76%	\$0.00	7.06%
Payroll and Benefits	\$90,802.60	31.72%	\$99,390.18	31.77%	\$101,806.11	32.17%	\$117,641.92	32.73%		7.32%
Accounts Payable	\$40,997.63	41.88%	\$48,934.10	40.87%	\$86,236.64	55.73%	\$43,479.83	60.19%		6.07%
November Total	\$120,237.84	42.35%	\$133,847.89	42.47%	\$151,179.66	47.08%	\$149,501.82	47.76%	\$0.00	7.06%
Payroll and Benefits	\$94,266.80	40.17%	\$100,106.25	40.12%	\$106,146.15	40.77%	\$123,496.77	42.26%		7.32%
Accounts Payable	\$25,971.04	48.88%	\$33,741.64	50.50%	\$45,033.51	67.56%	\$26,005.05	67.32%		6.07%
December Total	\$152,558.05	52.61%	\$123,011.07	50.41%	\$148,905.46	56.30%	\$149,719.66	56.77%	\$0.00	7.06%
Payroll and Benefits	\$116,486.01	50.62%	\$99,803.23	48.45%	\$115,389.32	50.11%	\$123,496.77	51.78%		7.32%
Accounts Payable	\$36,072.04	58.61%	\$23,207.84	57.12%	\$33,516.14	76.36%	\$26,222.89	74.51%		6.07%
January Total	\$121,185.83	60.77%	\$132,462.88	58.96%	\$137,878.53	64.83%	\$157,166.38	66.23%	\$0.00	7.06%
Payroll and Benefits	\$88,928.09	58.59%	\$95,810.97	56.44%	\$98,618.34	58.10%	\$116,467.19	60.76%		7.32%
Accounts Payable	\$32,257.74	67.30%	\$36,651.91	67.58%	\$39,260.19	86.66%	\$40,699.19	85.66%		6.07%
February Total	\$114,017.20	68.44%	\$143,181.79	68.20%	\$147,257.10	73.95%	\$151,016.03	75.32%	\$0.00	7.06%
Payroll and Benefits	\$89,280.75	66.60%	\$97,545.95	64.58%	\$100,040.51	66.20%	\$117,889.66	69.86%		7.32%
Accounts Payable	\$24,736.45	73.97%	\$45,635.84	80.61%	\$47,216.59	99.06%	\$33,126.37	94.74%		6.07%
March Total	\$121,406.65	76.61%	\$124,399.09	76.24%	\$171,263.86	84.55%	\$142,543.79	83.90%	\$0.00	7.06%
Payroll and Benefits	\$89,387.48	74.62%	\$92,023.83	72.26%	\$97,443.22	74.09%	\$117,895.56	78.95%		7.32%
Accounts Payable	\$32,019.17	82.61%	\$32,375.26	89.85%	\$73,820.64	118.44%	\$24,648.23	101.50%		6.07%
April Total	\$116,370.42	84.44%	\$136,249.29	85.03%	\$129,314.12	92.55%	\$161,875.28	93.64%	\$0.00	7.06%
Payroll and Benefits	\$92,404.63	82.90%	\$95,446.10	80.22%	\$98,130.60	82.04%	\$118,372.23	88.08%		7.32%
Accounts Payable	\$23,965.79	89.07%	\$40,803.19	101.49%	\$31,183.52	126.63%	\$43,503.05	113.42%		6.07%
May Total	\$108,237.56	91.73%	\$133,275.72	93.64%	\$139,514.32	101.19%	\$165,521.81	103.60%	\$0.00	7.06%
Payroll and Benefits	\$87,852.39	90.78%	\$90,999.55	87.81%	\$99,975.18	90.14%	\$119,595.25	97.30%		7.32%
Accounts Payable	\$20,385.17	94.56%	\$42,276.17	113.56%	\$39,539.14	137.01%	\$45,926.56	126.01%		6.07%
June Total	\$145,416.05	101.51%	\$140,877.27	102.73%	\$115,556.51	108.34%	\$144,874.75	112.32%	\$0.00	7.06%
Payroll and Benefits	\$87,145.17	98.60%	\$93,912.85	95.65%	\$95,363.41	97.86%	\$107,119.81	105.56%		7.32%
Accounts Payable	\$58,270.88	110.27%	\$46,964.42	126.96%	\$20,193.10	142.31%	\$37,754.94	136.36%		6.07%
Total Expended	\$1,508,425.78	101.51%	\$1,591,270.81	102.73%	\$1,750,358.33	108.34%	\$1,866,280.62	112.32%	\$122,494.14	7.06%
Total Budgeted	\$1,485,969.70		\$1,548,965.75		\$1,615,578.26		\$1,661,538.79		\$1,736,089.17	
Payroll and Benefits	\$1,115,041.70		\$1,198,587.75		\$1,234,700.26		\$1,296,710.79		\$1,369,092.00	
Accounts Payable	\$370,928.00		\$350,378.00		\$380,878.00		\$364,828.00		\$366,997.17	
Over/Under	22,456.08	-1.51%	42,305.06	-2.73%	134,780.07	-8.34%	204,741.83	-12.32%	(1,613,595.03)	92.94%

REPORT Generated from Monthly Budget Report

Table with columns: 2024-25 Admin Acct, July, August, September, October, November, December, January, February, March, April, May, June, Year to Date. Rows include Expenditures, Receipts, Reconciled Balance, and various monthly/quarterly totals.

REPORT Generated from Monthly Bank Statements

Table with columns: 2024-25 Activities, Beginning Balance, July, August, September, October, November, December, January, February, March, April, May, June, Year to Date. Rows include Expenditures, Receipts, Cash Balance, and various monthly/quarterly totals.

REPORT Generated from Monthly Balance Sheet

Table with columns: Endowments, Beginning Balance, July, August, September, October, November, December, January, February, March, April, May, June, Year to Date. Rows include 2024-2025, 2023-2024, 2022-2023, and 2021-2022.

REPORT Generated from Monthly Balance Sheet

Table with columns: Savings, Beginning Balance, July, August, September, October, November, December, January, February, March, April, May, June, Year to Date. Rows include 2024-2025, 2023-2024, 2022-2023, and 2021-2022.

Table with columns: Combined Accts., Beginning Balance, July, August, September, October, November, December, January, February, March, April, May, June, Year to Date. Rows include 2024-2025, 2023-2024, 2022-2023, and 2021-2022.