

CEDAR CATHOLIC JR. - SR. HIGH SCHOOL
BOARD OF EDUCATION MINUTES
Thursday, August 22, 2024

The August 22, 2024 meeting was called to order by Pat Steffen. The meeting opened with a prayer by Fr. Owen Korte.

MEMBERS IN ATTENDANCE: Dr. Dan Hoelsing, Fr. Jim Keiter, Fr. Owen Korte, Chad Cattau, Beckie Polak, Pat Steffen, Melissa Bowers, Daryl Kleinschmit, Wendy Stevens, and Tom Kuchta. Guest: Joan Potts.

GENERAL BUSINESS:

APPROVAL of July 9, 2024 Assembly Minutes: Correction: Change "Tim" to "Tom" as noted by Tom Kuchta. Beckie Polak motioned to approve the minutes as amended, seconded by Daryl Kleinschmit. Motion was carried with a unanimous vote.

APPROVAL of July 25, 2024 MINUTES: Pat Steffen motioned to approve the minutes, seconded by Beckie Polak. Motion was carried with a unanimous vote.

AGENDA: Wendy Stevens motioned to approve the agenda, seconded by Daryl Kleinschmit. Motion was carried with a unanimous vote.

ADMINISTRATION REPORTS:

DEVELOPMENT REPORT: Disbursement of Gala Funds 2024:

The Blue Ribbon Committee directed that not all funds raised from Gala 2024 be dispersed to the 3 Catholic Schools. The Blue Ribbon Committee decided to allocate \$325,000 of the \$416,955.78 raised as follows:

- \$25,000 to the Catholic Development Office
- \$150,000 to Cedar Catholic Jr. - Sr. High School
- \$75,000 to Holy Trinity Elementary School
- \$75,000 to East & West Catholic Elementary School
- The Remaining \$91,955.78 will be placed into a Gala Account within the Catholic Development Office Program.

Future Fundraising to Meet Development Office Budget: Catholic Development Office will Receive 10% of all Cedar Catholic fundraising efforts, after expenses, to support the Development Office program. This includes funds from the Gala, Truck Raffle, Fall Blitz, Annual Fund Drive, etc. Additionally, the Catholic Development Office will host a Fall Auction and Annual Golf Tournament, receiving 100% of these funds to support its budget. See attached reports for more/ additional information.

PRINCIPAL'S /AD REPORT: See attached reports for more/additional information.

PRESIDENT'S REPORT: A Job Description for the President of Cedar Catholic was provided. See attached reports for more/additional information.

COMMITTEE REPORTS:

TRANSPORTATION: Bussing Mileage Reimbursement: State aid for mileage from the prior school year will be received in February 2025. **Cedar Bussing:** Cedar currently operates 2 routes and 1 mini route between Hartington and East and West Catholic. Sheila Jueden manages all transportation needs; including vehicle and driver assignments. **Maintenance & Inspection:** All vehicles have been inspected and approved for the 2024-2025 school year. **Charter Bus:** The charter bus required maintenance costing \$1,512.71, covered by the Charter Bus Maintenance Fund.

GROUNDS AND BUILDING: Catholic Mutual inspects the building and grounds annually. They identified areas on Cedar's sidewalk that need repair. They also identified some areas on the street where students park. The parking areas are owned by the City of Hartington, not Cedar Catholic, and are not the school's responsibility.

FINANCE: Budget and expenses were reviewed. Wendy Stevens motioned to approve the financial report, seconded by Daryl Kleinschmit. Motion was carried with a unanimous vote.

OLD BUSINESS: None

NEW BUSINESS:

1) Review By-laws, Articles of Incorporation and New Board Structure

- a) Composition of the Board: Present Membership, Terms of Office - Three year Terms, Cycling off or renewing:
 - i) Holy Trinity - One Year Term - **Daryl Kleinschmit (2024-2025)** Next 3 Year Term 2025 - 2028
 - ii) Holy Trinity - Two Year Term - **Melissa Bowers (2024 - 2026)** Next 3 Year Term 2026 - 2029
 - iii) All Saints - One Year Term - **Pat Steffen (2024-2025)** Next 3 Year Term 2025 - 2028
 - iv) All Saints - Two Year Term - **Wendy Stevens (2024 - 2026)** Next 3 Year Term 2026 - 2029
 - v) Holy Family - One Year Term - **Tom Kuchta (2024-2025)** Next 3 Year Term 2025 - 2028
 - vi) Holy Family - **TBD for a Three Year Term 2024 - 2027**
 - vii) St. Michael's - Three Year Term - **Beckie Polak (2024 - 2027)** Next 3 Year Term 2027 - 2030
 - viii) Blue Ribbon Member from Holy Trinity/St. Michael's - **TBD for a One Year Term 2024 - 2025**
 - ix) Blue Ribbon Member from All Saints - **TBD for a Two Year Term 2024 - 2026**
 - x) Blue Ribbon Member from Holy Family - **TBD for a Three Year Term 2024 - 2027**
- b) Invites of those from Blue Ribbon: Done by the pastors. Look over the list of Members and make suggestions.
- c) Pastors and Board members will nominate new members if there are openings on the Board, if present members decide to no longer serve.
- d) Put together the Governance Committee: They will help carry out this process of setting up the Board. Two members on the Board plus wise leaders in the community: Those who served on the Rewrite committee. Melissa Bowers and Pat Steffen will represent the Board on the Governance Committee.

CORRESPONDENCE: None

ADJOURNMENT: Beckie Polak made a motion to adjourn, seconded by Melissa Bowers. Motion was carried with a unanimous vote. Next meeting will be on October 17, 2024 at 7:30 p.m.

The closing prayer was led by Fr. Jim Keiter
Respectfully Submitted by Beckie Polak, Secretary