

**Kuemper Catholic School
Board of Education Minutes
September 15, 2020**

The September meeting of the Kuemper Catholic School Board was called to order by Chairman, Tom Brincks, on Tuesday, September 15, 2020 at 4:05 p.m. in the KHS library. The meeting was opened with the school board prayer. Members present included Tom Brincks, Dr. John Evans, Fr. Tim Friedrichsen, Bob Lally, Carrie Meyers, Mike Sibbel and Gary Wiskus. Absent were Fr. Kevin Richter and Fr. Randy Schon.

Also present were President, John Steffes; administrator Ted Garringer; business managers, Kris Collison and Christie Sundrup.

Motion to approve the minutes of the August 18th meeting as corrected that the date of the Long Range Plan meeting was Tuesday instead of Thursday was made by Gary Wiskus and seconded by Mike Sibbel. The motion passed.

Bright Knight Moments

Board members shared various positive activities happening throughout Kuemper.

Administrator and Staff Reports:

Administrative Reports – Written reports were submitted by Pete Haefs, Ted Garringer, Kathi Milligan and Mike Power.

Marketing & Enrollment Management

In Susie Hulst's written report she stated that the enrollment as of 9-4-20 was 1132 students. Heather Pietig and Susie will work on completing the 2020-2021 Enrollment Management Plan by the end of September. Heather has been working with Sarah Muhlbauer, scrip coordinator, on creating a social media campaign of "Scrip Tips".

Alumni/Annual Giving

Cindy Lawler stated in her written report that the Phon-a-thon dates are set for October 13, 14, 20, 21 and 22. The kick-off for the Kuemper Ball is scheduled for January 13, 2021. They hope to have a Pianopalooza in January 2021 if restrictions allow for it. The Alumni Directory is in its final stages.

Development/Fundraising – Foundation

Sharon Olerich's written report stated Kuemper's goal for the Msgr. Lafferty Tuition Foundation for 2020 is \$751,371. As of August 31 \$233,803 has been collected. The Mid-Iowa Planned Giving Fall Seminar will be virtual on October 20 & 21. Sharon has been helping line up Class Challenge Gifts for the 60th and 50th classes for the upcoming Phon-a-thon.

Finance & Budget

Kris Collison reviewed the general fund income and expenses for July and August 2020 and the 2020-2021 Working Fiscal Year Budget.

Committee Reports:

A. Committee Meeting Minutes

1. Finance & Budget

Comments and discussion regarding financials and the last quarter of 2019-2020 school year – while school was not in session March 16 through the end of the school year, salaries and benefits expenses were still incurred, partly thanks to the PPP (Paycheck Protection Program) which kept

regular staff on payroll. Two versions of the 20-21 General Fund budget were presented. Version A assumed revenue from parishes and tuition that will be received and Version B projected deficits in these areas as evident in 19-20 actuals and past year's trends. The committee agreed that the most realistic Version B should be considered moving forward. The committee recommended the budget for presentation to the school board.

The committee will create a subcommittee to begin looking at specific staffing and program options for the 2021-2022 school year.

Ministry 2025 and its effects on Kuemper were discussed. PPP loan forgiveness was discussed. Fr. Tim Friedrichsen moved to approve the 2020-2021 General Fund Budget - Version B - recommended by the Finance Committee. Gary Wiskus seconded. The motion passed.

Old Business:

A. Conflict of Interest Document

Members of the Board of Education sign a conflict of interest document annually. These forms are kept on file.

New Business:

A. Staffing Subcommittee for Budget

John Steffes and Kris Collison will form a Finance subcommittee to begin looking at staffing and program options for the 2021-2022 school year. Board members were invited to serve on this subcommittee.

John Evans moved that this Finance subcommittee form a proposal on staffing and program options for the 2021-2022 school year by the January Board of Education meeting. Fr. Tim Friedrichsen seconded. The motion passed.

B. Board Committees Roster Update

The Board reviewed the Standing Committees of the Board.

Resignations

1. Teresa Vonnahme - TA

New Employees

1. Jason Tiggles - Study Hall Moderator/Bus Driver
2. Paul Wagner - Custodian

John Evans moved to go into Executive Session at 4:50 p.m. seconded by Fr. Tim Friedrichsen.

Mike Sibbel moved to go out of Executive Session and back into regular session at 5:17 p.m., seconded by Gary Wiskus. The motion passed.

Fr. Tim Friedrichsen led the closing prayer.

Mike Sibbel moved to adjourn at 5:18 p.m., seconded by Gary Wiskus.

The next regular meeting will be Tuesday, October 20, 2020 at 4:00 p.m. in the high school library.

Respectfully submitted,

John Steffes
President

Joanie Buelt
Recording Secretary