

Kuemper Catholic School System
Board of Education Minutes
November 20, 2018

The November meeting of the Kuemper Catholic School Board was called to order by Chairman, Cam Janson, on Tuesday, November 20 at 4:05 p.m. in the KHS high school library. The meeting was opened with the school board prayer.

Members present included: Tom Brincks, Dr. John Evans, Cam Janson, Fr. Kevin Richter, Fr. Randy Schon, Mike Sibbel, Fr. Mark Stoll, Kristin Vonnahme and Gary Wiskus.

Also present were President, John Steffes; administrators Pete Haefs, Ted Garringer and Kathi Milligan; business manager, Christie Sundrup; teacher representative Ryan Steinkamp, PK-5 and Dennis Bormann, 9-12 and Abby Glass as an observer.

An Opportunity for Public Input was extended with no one present.

Motion to approve the minutes of the October 16th meeting was made by Tom Brincks and seconded by John Evans. All ayes. 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 Ryan Isgrig.

Marketing & Enrollment Management

In Susie Hulst's written report she stated that the total enrollment is 1,150. (down 6 from September). A subcommittee of the Marketing & Enrollment Management Committee has been formed to form guidelines on the school's branding. The marketing department is currently running a promotion: Every new family that takes a tour or does a show of Kuemper before Christmas break receives a \$50 gift card (Kuemper Scrip).

Development/Fundraising – Foundation

Sharon Olerich's written report stated that a final *Kuemper Tomorrow* Capital Campaign mailing will be sent before Thanksgiving, highlighting projects completed and request support for the final component of the capital campaign – growing the Teacher Salary Enhancement Fund. The winter issue of the Knight Light will be mailed after Thanksgiving. The Kuemper Catholic School Foundation's next regular meeting will be Wednesday, December 5. Dave Bruner and Jeff Greteman have volunteered to serve on the Academic Excellence Subcommittee regarding teacher recruitment/retention.

Finance & Budget

Christie Sundrup reviewed the general fund income and expenses for October and the 2018-2019 Working Fiscal Year Budget. Schnurr & Company, LLP of Fort Dodge will present the audit report at the December meeting.

Committee Reports:

A. Committee Meeting Minutes

1. Marketing & Enrollment Management – October 22

The committee talked about Family Fun Knight and thought the night was very successful. They reviewed the results of the new family surveys that were returned. The next meeting is scheduled for Monday, January 7th at 5:00 p.m. in the conference room behind the high school library.

2. Academic Excellence – October 25

The Academic Excellence Committee discussed the strategy on how to recruit, develop and retain high-quality teachers. A subcommittee has been formed. Surveys of students are being taken on “How ready are you for college?”

3. Buildings & Grounds – November 15

The Buildings & Grounds Committee discussed forming a subcommittee with Foundation Board members to study the Holy Spirit Convent that the Foundation purchased. Tom Brincks motioned and Gary Wiskus seconded to approve the Buildings & Grounds Committee recommendation to resurface the Holy Spirit Center playground lot with asphalt with a bid range from \$90K to \$105K. The motion passed. As in the past, \$50K is being budgeted separately this year for a likely major roofing project two to four years from now.

Old Business:

A. Update on Security

Administrators are working on an Emergency Operation Plan and a committee has been formed which includes a law enforcement officer.

B. Update on Annual Giving & Alumni Director

Three candidates for the Annual Giving & Alumni Director position will be interviewed next week.

New Business:

A. Nic Prenger, Fundraising Consultant Report on Tuesday, December 18 at 10:00 a.m. All Board members are invited.

B. Renting Carroll Athletic Field – Fall Report

John gave an update on the fall season’s use of the stadium.

C. Make-up School Days

The principals gave an update on this. Obviously the weather is the primary factor.

D. Calendar Committee with CCSD – KCSS Board Representative

KCSS Board member, Tom Brincks will be the Board representative for the 2018-2019 Calendar Committee with CCSD. Other members include John Steffes, Pete Haefs, Ted Garringer, Kathi Milligan, Tena Gifford, Kelly Wendl, Kate Tomaszewicz, Mendy Haefs and Ryan Steinkamp.

Fr. Kevin Richter made a motion to go into Executive Session at 4:59 p.m., seconded by Mike Sibbel. All ayes. The motion passed.

Mike Sibbel made a motion to go out of Executive Session and back into regular session at 5:17 p.m., seconded by John Evans. All ayes. The motion passed.

Fr. Mark Stoll led the closing prayer.

Fr. Mark Stoll made a motion to adjourn at 5:19 p.m., seconded by Tom Brincks

The next regular meeting will be Tuesday, December 18, 2018 at 4:00 p.m. in the KHS library.

Respectfully submitted,

John Steffes
President

Joanie Buelt
Recording Secretary