Archbishop Bergan Catholic School Board of Education

Meeting Minutes

November 9, 2016

Bergan Elementary Library

1. Meeting was called to order by MaryLynne Bolden at 6:31pm
2. Opening Prayer: Becky Dahlhauser
3. Present: MaryLynne Bolden, Melissa Carlson, Kevin Cansler, Misti Wolf, Suzanne Mendlik, Becky Dahlhauser, Shelley Martin, Andrea Ridder, Erik Hoegemeyer

Excused: Ryan Miller

Also Present: Fr. Dave Belt, Dan Koenig, Sylvia Weier, Ron Baumert, Doug Moore

1. Consent Agenda Items: Agenda and minutes were approved with no additional changes.
2. Reports:
	1. Booster Club minutes: No report at this time. Mr. Koenig did share that Midland will now have complete control of Memorial practice field. Bergan has been given 1st access to the soccer fields at Johnson Lake. We will be making some improvements to be able to have practices at this location.
	2. Finance Committee minutes: See report.
	3. Advancement Report: See report. Highlights - The recruiting team have made initial calls to Kindergarten prospects. Families were invited to attend Trunk or Treat and will continue to be invited to attend events at Bergan. Dan, Monica and Bonnie attended Jovenes Para Cristo and did a presentation on Bergan. Monica has been working with several prospects who have expressed interest in Bergan. Alumni board is assisting Booster Club with the gymnasium dedication and naming on December 3rd.
	4. Ron Baumert – 2017 Tuition update. Last year there was a minimal increase in tuition and they are looking at smaller increases in tuition each year. Ron presented two proposals. The first one is in line with last year, 2%-2.5% increase in tuition across the board. The second one is the same as the first for grades Pre Kindergarten – 6with a greater increase for grades 7-12 (3%-3.5%) to be in line with other schools.
	5. Doug Moore – Assessment Results. Mr. Moore presented ACT results for the class of 2016. All seniors took the ACT with the average score being 21.9, the top individual score was a 32 and the top 50% of the class scored a 23.5 or above. A score of 24 ranks in the 75th percentile. Bergan offers the John Baylor test prep at no additional cost to juniors and seniors to help students prepare for the ACT. Seniors take the class before the October test date and juniors take the class before the April test date. Students are also encouraged to take the ACT in April of their sophomore year.
	6. Principal’s Report – Mr. Dan Koenig. Highlights from Mr. Koenig’s report – The school profile has been updated and communicated to parishioners to continue to inform them of the importance of the ministry that they are providing. We have finished our first round of quarterly assessments (Bergan Assessment Tools). Teachers were excited about the data that they received. Work has begun on the 2017-2018 academic calendar. The board was presented with the first draft of the calendar.
	7. Parish Pastor/President of the school Report – Fr. Dave Belt. Mr. Oscar Duran has been hired as the Director of Stewardship and Development and Mr. Pablo Maldonado has been hired as the Director of Adult Formation. The Parish Council is working to develop a new mission statement. Patrick Slattery has been invited to present to the School Board at their January retreat. The grant writing process is almost complete. We will be asking for a total of $220,000.00 for the following items:
		1. Advancement – 1 year salary to hire someone to handle alumni relations.
		2. Curriculum and technology
		3. Recruitment and marketing
		4. Outreach to Hispanic ministries – 1 year salary for a part time Spanish speaking paraprofessional at the elementary school.
	8. Board President Report – MaryLynne Bolden
		1. The Board retreat will be held at Delaney Hall on Sunday, January 8, 2017 from 1pm – 5pm
		2. Board Visibility – We need to be a conduit of communication. No one knows who the board is, how can we be more visible to parents, parishioners, members of the community? Put information in the Sunday bulletin – What is the school board? What does the school board do? Who is the school board? Minutes have been added to the berganknights.org website. Have a board presence at parent – teacher conferences with surveys available.
		3. Meeting with Mr. Patrick Slattery update. The question was asked – Who are the best and most effective school boards?
			1. Have healthy relationships with administration.
			2. Work on concrete items based upon surveys from stakeholders.
			3. STRAT plan items become working agenda items.
			4. 12-20 board members made up of parents, alumni, finance committee members, members of the community, etc.
			5. Meetings held quarterly with subcommittee meetings in between.
3. Discussion Items
	1. Governance and Leadership Committee – review of work. Focus on the following:
		1. Reevaluate bylaws, standards, etc
		2. Create School Board assessment
		3. Create recent alumni surveys
		4. Create parent surveys
	2. Bergan Parent Engagement Committee – review of work.
		1. What is the profile of a Bergan student?
		2. What is the profile of a Bergan parent?
		3. What is the profile of a Bergan faculty member?
		4. What is the profile of a Bergan graduate?
4. Closing Prayer - Becky Dahlhauser and board
5. Meeting Adjourned – 9:01pm