



Bosco Catholic School System
Don Bosco High School - Immaculate Conception-St. Joseph
School Board Meeting Minutes

Meeting Date: June 11, 2024

Meeting Time: 6:30 PM

Meeting Place: DB Room 107

Regular Meeting Called to Order: by Wayne Frost at 6:30 pm, Wayne read our Mission Statement

Opening Prayer: Tim Knaack

Roll Call:

Board Members:

- Fr. Noah Diehm (IC, SJ)
- Wayne Frost (SMMC)
- Sue Koppmann (SF)
- Candi Yoder (SJ)
- Fr. Benjamin Nkrumah (SA, SF)
- Fr. Anthony Boahen Nketiah (SMMC)
- Jodi Bauwens (SJ)
- Melanie Belew (SA)
- Kindra Christensen (IC))
- Tim Knaack (SA)
- Karen Thoma (IC)

School Representatives:

- Shelby Douglas, K-12 Principal
- Tom Hogan, School Operations Manager
- Tiffany Moses, Business Manager
- Carol Berry, Recording Secretary

Guests Present: Crystal Frost, Brenna Schaefer, Hope Huff, Erin Hogan, Natalie Herschberger, Abby Martin, Jenna Rohret, Janice Rosauer, Kelli Zimmerman, Nichole Knepper, Olivia Rahn, Tonya Nicholson

Recommended Actions/Reports

- Motion to approve the April 10, 2024 meeting minutes as written (Jodi Bauwens, Sue Koppmann) All agreed. – Motion Carried.
- Motion to approve the May 13, 2024 agenda (Jodi Bauwens, Sue Koppmann) All agreed. – Motion Carried.
- Motion to approve the June 11, 2024 agenda (Jodi Bauwens, Kindra Christensen) All agreed. – Motion Carried.
- Motion to approve the May 13, 2024 meeting minutes as written (Jodi Bauwens, Tim Knaack) All agreed. – Motion Carried.

Board In-Service

- June Gospel Reflection – We all need to spread the word of the Gospel. We need to nurture students to grow in the right way.

System Wide - BCSS

Old Business

- The school board will host an all-staff breakfast on August 21. Karen will organize it.

New Business

- Reviewed research regarding banning cell phones in school. Parents and staff members present shared their support for banning cell phones. It was suggested to look at Apple watches as well.
- Motion to implement a cell phone ban for all students on BCSS campus from 7 AM – 3 PM (Sue Koppmann, Karen Thoma) All agreed. – Motion Carried.
- Motion to draft, for final approval, a limited access cell phone policy for all students during school activities (Jodi Bauwens, Father Diehm) All agreed. – Motion Carried.

- The cell phone ban/limited access during school activities policies will be shared with board members for approval and then updated in the handbook.
- The St. Mary Center policy revision was tabled to August. Shelby, Tom, and Carol will review the entire Consolidation Agreement.
- Motion to approve new hires during the summer to be approved by Executive Committee (Melanie Belew, Kindra Christensen) All agreed. – Motion Carried.
- Board members reviewed the School Board meeting dates for the 2024-2025 school year. Meetings will go back to being on the second Tuesday of the month at 6:30 PM. (Jodi Bauwens, Sue Koppmann) All agreed. – Motion Carried.
- Board members received a 2024-2025 School Board Roster.
- Motion to approve Sue Koppmann as Board Chair (Father Diehm, Sue Koppmann) All agreed. – Motion Carried.
- Motion to approve Karen Thoma as Vice Chair (Father Diehm, Karen Thoma) All agreed. – Motion Carried.
- Motion to approve Jodi Bauwens as Secretary (Sue Koppmann, Jodi Bauwens) All agreed. – Motion Carried.
- Shelby Douglas is the Board Executive Officer for the 2024-2025 school year.
- Motion to approve the 2024-2025 handbook with the high school required service hours addition (Sue Koppmann, Jodi Bauwens) All agreed. – Motion Carried.
- Non-certified employee benefits were updated. Tom will email the employee class benefit updates to board members.
- Reviewed Laura Dobson's Development Report.
- Reviewed Tom's School Operations report.
- Reviewed Shelby's Principal Report.

Financial Reports

- Reviewed the May Scrip report.
- Reviewed the Monthly Financials as of 5/31/2024.

Don Bosco High School

Old Business

New Business

- Jenna Rohret proposed a service hour revision.
- Motion to approve the required service hours update (Sue Koppmann, Jodi Bauwens) All agreed. – Motion Carried.
- The approval to hire Madison Brown, high school FCS/Business, was approved via email.

Committee Reports

- Strategic Plan: No meeting and/or report.
- Facilities and Transportation: No meeting and/or report.
- Finance: No meeting and/or report.
- Curriculum/Technology: No meeting and/or report.
- Religion and Mission: No meeting and/or report.
- Foundation: No meeting and/or report.
- School Improvement Advisory Committee (SIAC): No meeting and/or report.
- Booster Club: No meeting and/or report.
- PTO: Next meeting will be August 6.
- Pastoral Report: Father will meet with Theology teachers in August.

Information /Communications

The BCSS Board of Education thank Wayne Frost and Tim Knaack for their service!

Future Agenda Items

Next meeting is Tuesday, August 13, 2024, at 6:30 pm

Closing Blessing: Father Diehm

Dismissal of members from SA, SF, SMMC

Immaculate Conception/St. Joseph Grade School

Old Business

New Business

- The approval to hire Mike Schmidt, middle school Math, was approved via email.
- The approval to hire Seth Nicholson, middle school, was approved via email.

Adjourned at 9:12 PM (Karen Thoma, Kindra Christensen)

Respectfully submitted by,
Carol Berry, Recording Secretary