

LUMEN CHRISTI CATHOLIC HIGH SCHOOL
School Board of Directors Meeting
January 18th, 2022

The meeting was called to order by Board Chair Michelle Hajdukovich at 6:00p.

Present: Bill Arnold; Daniel George, Michelle Hajdukovich, Fr. Tom Lilly, Brian Ross, Aaron Sperbeck, Anne Gore, Danna Hoellering, Deacon Dave Van Tuyl, Shane Locke, Rys Miranda, Dr. Kevin Jones, Dan Sarlitto, John Harmon

Absent: Kara Moriarty, Jim Seeberger

The meeting opened in prayer, led by Father Tom. Members immediately broke into their small working groups (Finance; Development/Marketing/Relations; Lumen Forward) for 30 minutes.

The meeting was reconvened at 6:30p.

ORDER OF BUSINESS

Approval of the Agenda

Michelle Hajdukovich moved to approve the agenda, it was seconded by Dave Van Tuyl.

Approval of the Minutes

The minutes from the December 21st meeting were approved with the following clarifications: Under "Archdiocesan Perspective", the half sentence "Not all approved, ours!" was struck, leaving the sentence corrected to read "It was further noted that all grants were not approved, but Lumen's was in its entirety." Additionally, under "Words from our Sister School" the date "December 15, 2021" was inserted and replaced "xxxx" in the sentence "Kara Moriarty noted that the school's Christmas Program was occurring on xxxx..." Michelle Hajdukovic moved to approve the minutes as corrected, Aaron Sperbeck seconded. Anne Gore apologized for typing the minutes at midnight and submitting them with errors!

Archdiocesan Perspective

Michelle welcomed John Harmon, Chancellor.

John began by noting the Archbishop asked him to thank the schools for their continued vigilance in focusing on the health and safety of students during this omicron wave of COVID. As not to create a 'super spreader' event, the Archbishop canceled the Catholic Schools Week, All Schools Catholic Mass with the Archbishop. In lieu of gathering all of the students / staff across the Archdiocese, the Archbishop has asked each pastor to celebrate a local Mass, at a time that works best for their school, as appropriate.

John next noted that the Archdiocese is interested in input from the school boards, in particular, school topics for future North Star Catholic articles. Board members should share ideas with Brian, who can pass it on to the Archdiocese. Likewise, the Archdiocese is looking at tools / ways to help improve our already amazing principals and members of school leadership, such as a 360 survey. If any Board members have ideas to help improve the schools that can be led by the Archdiocese, please let John know. John plans to discuss the ideas at the next Catholic schools principal meeting.

Words from our Sister School - St. Elizabeth Ann Seton (SEAS)

Dan Sarlitto started noting that the school's COVID mitigation plans were under active review and that a customer satisfaction survey showed a very high polarization rate among school families. There were no active personnel issues; all specialists were back in the library, field trips and all school masses had returned. The bottom line: while ASD currently has little to no extra or co-curricular activities occurring, SEAS does, including before- and after-school care and this is something to be celebrated.

The joint Parish/Knights of Columbus/School Winter Fest featuring outdoor BBQ, games and time as community was scheduled for Sunday, January 30th and will also serve as the school's Open House for new and interested families.

An agenda for Catholic Schools Week activities was locked in and a raffle with the Knights of Columbus was underway.

Lumen Principal's Report

As written and attached. Brian Ross pointed out a few highlights, starting IT support via laptops, and printers which had been purchased with State COVID grant funds. COVID cases continue to be a challenge in the school with 5-10% of the population out on any given day, but we're managing! Upcoming dates of importance are January 31st, SEAS "Jump Up Day" and re-enrollment opens; February 1st/State of the School at 7p; February 12th/27th Annual Gala - Live "Virtual" at 7p; COGNIA Accreditation review at the end of March. With regard to student enrollment, the school is at a net loss of two students at semester.

On the sports front, the boys basketball team took on some stiff competition in a 4A tournament as did the girls in a 3A tournament. The girls team came away with the team sportsmanship award and two players made the all conference team. Mrs. Guzman (Front Desk) and her husband were coaching the middle school co-ed volleyball team, which includes 5-6 students playing up from SEAS.

Mission Moment

Anne Gore presented on both the LUMENary Annual Fund Drive and upcoming Gala.

LUMENary Drive - We made our goal by 12/31 which was the secondary goal after making the financial one of \$75,000! We are currently at \$79,180.50, or \$4,180 over our goal. Things that helped boost both the amount and timeline that were new this year: the opportunity to "buy" an

extra day off at Thanksgiving and student dress down week during Finals Week. Combined, these efforts boosted parent participation from 54% to up over 88% and the bottom line as well. Also new this year was student led giving (senior class rootbeer float sales and an NHS applicant who undertook large scale babysitting event in the gym). We also had several major gifts including 1 @ \$10k; 4 @ \$2.5k and 13 @ \$1,000 - \$1,200. Next year's plans will be to keep that level of giving up, creatively outreach to parents and also do outreach to those with required disbursements from retirement plans.

Gala - Things are coming together with the help of an excellent team and some key parent volunteers. There's been a larger number than ever of items that are "Archangel Select" (higher end) and "live" worthy and we're working with our hired professional auctioneer to determine which items to put forward that will keep the event "fresh." New this year will be very nice door prizes (to keep the online audience engaged and present) and a (hopefully) large bidding competition involving staff and "No Place Like Home" ruby slippers.

School Financial Report

Danna Hoellering, LCHS/St. Benedict Business Manager presented the discussion from the Finance Committee, as detailed below. Additionally she noted that there is \$52k sitting in income that will be going out as a capital but that the bottom line continues to look good with our continued higher than budgeted number of students and \$29k in extraordinary revenue (comprised of funding from the Archangel Attic, summer garage sale and other donations.)

COMMITTEE CHAIR REPORTS

Recruitment and Retention

Shane Locke noted that the committee was looking at college/trade school scholarship opportunity information being compiled, which could be a very good figure for the school to use for recruitment/retention purposes. The first number reported was \$331,000, but also that this was a very early number and only represented a handful of the graduating seniors. Additional offers will continue to come in for students and these figures will be tracked.

Finance

The Committee looked over the Financials, with Bill Arnold leading the discussion. There seemed to be higher than budgeted facilities cost - these are attributed to bathroom floor re-installation and teacher lounge renovation.

In the personnel line item, expenses are over budget in medical benefits and PTO (Paid Time Off). Danna noted that PTO is never budgeted but that wages + PTO = sum total of budgeted amount for personnel. The medical line item is higher because at the time the budget was created, the Finance Office used a "last year +8%" projection to set the budget in lieu of having an actual increased rate amount, which has come in slightly higher than anticipated and budgeted.

Another area of higher than budgeted amounts - Books and Subscription but this expense has been partially offset by COVID grant funding (for all e-textbooks) and summer garage sale funds. Athletics and Travel/Transportation were the last areas to be examined as over budget line items. Some of those overages will be billed out to families and some are due to increased gas prices. Brian and Danna will continue to work with the school's Athletic Director to clarify these expenses and appropriate them as needed.

Even with these higher expenses in some categories, the bottom line still shows a surplus which tends to get absorbed back into the Parish budget. Bill wondered how the school might proactively apply some of those funds to any upcoming needs. Danna noted that it would be prudent to wait before doing that, as there are expenses that have not yet 'hit the books' but which will be forthcoming.

Lumen Forward

Aaron Sperbeck noted that the date/time for the Spring Speaker Series (featuring Jared Staudt, Director for Mission at the Archdiocese of Denver Catholic School System) had been finalized and asked members to save the date for April 23rd at 6:30. He said the committee was working on ideas on how to best publicize the event, and would likely look to Clay & Laura Butcher at C+L Creative again. Since this will be a joint effort with Kevin Jones at APU, the speaker cost would be shared, approximately \$350 paid by each organization.

BOARD CHAIR COMMENTS

Michelle thanked the subcommittee and all who worked on compiling the results of the COVID survey sent out to parents prior to Christmas. The results of that reflected action relevant to the brief decline but now new surge of COVID and Michelle was proud of the group's efforts. She noted that there may feel like there's a lull of activity over the next few months but asked for everyone to stay engaged, attend the State of the School on February 1st and the Gala on February 12th.

PASTOR COMMENTS

Fr. Tom thanked all Board Members for their presence noting it was such a blessing to have a close working relationship at the elementary school level with our Sister School, St. Elizabeth Ann Seton; at the collegiate level via APU with Dr. Keving Jones, and an alumni presence with Daniel George. He also extended his thanks to Anne Gore for her new role as Development Director, and then gave a shout out to staff who performed admirably in the last week when there was a medical emergency with a student (who Brian provided a brief update on.)

CLOSING PRAYER // ADJOURNMENT // NEXT MEETING

The meeting concluded in prayer to St. Michael the Archangel and adjourned at 7:03. The next meeting is scheduled for Tuesday, February 15th via Zoom.