

# Bishop Hoffman Catholic School

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*To reach and teach the Mind, Body, Heart and Soul of each child to bring them closer to God*

Bishop Hoffman Catholic School

Governing Board Meeting

Thursday, March 21, 2019

Present: Darcy Woolf-Chair, Todd Drusback, Steve Foos -Vice Chair, Tim Luc, Cyle Stull, Otto Gonzales, Tom Stierwalt, Fr. Chris Kardzis, Fr. Michael Roemmele. Greg Streacker, unable to attend

Administration: Anthony Fontana, Head of School, Dave Perin, SH Principal, Pam Snell, Business Manager. Mike Gabel, SJCC Principal, unable to attend

Opening Prayer: Dave Perin

Review of January 2019 meeting minutes. Correction on who motioned to approve November minutes to be made. Motion to approve Tom Stierwalt and seconded by Todd Drusback.

Principal's Report – Dave Perin said letters of intent were given to Sacred Heart staff. PE teacher Bryan Root indicated he would not be returning for 2019-20 school year. All high school teachers are returning.

Head of School Report – Discussion on home schooled students taking Religion classes. Since full time non-Catholic students take Religion classes so should home schooled students.

Concern on Religion curriculum. Fr. Michael made a motion to make Religion Department a top priority by aligning curriculum, and hiring a strong catechesis teacher. Steve Foos seconded. Board roll call all approved. Dave Perin noted that the diocese updated the Religion curriculum at the end of last school year.

The Step Up to Quality paperwork has all been submitted. The state is backed up, waiting on approval. This needs to be done to continue to receive Job & Family Services money.

Mission Statement to be reviewed for re-accreditation. Is it in alignment? Anthony mentioned that it is brief with no mention of the community we represent or that we are Catholic. Otto asked how it is connected with family, faith and community. Board members are to complete review sheet on the Mission Statement before April 5<sup>th</sup>. Reaffirm statement with the intent to look at and align.

## Committee Reports

Finance – Clubs/athletic teams that have high balances will be asked what the goal of the funds are. Anthony Fontana will talk to Gary Geller about reaching out to the coaches. Noted that Boosters pays for most of the uniforms. PTO balance will be considerably lower, around \$15,000 after sound system, drinking fountains and teachers wish list are paid for.

Fr. Chris brought up the auction being on the same day as confirmation and the importance of coordinating dates better.

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Delinquent accounts greatly improved and should realistically be around \$3,500 by years end. One family will not be allowed to register for next year.

Steve Foos brought up letting our parents know that they can use 529 plans for elementary and high school tuition. We need to make them aware of potential tax breaks.

Pay Scale increase of 1% was motioned by Cyle Stull and seconded by Otto Gonzalez. Board roll call-all In favor. Todd Drusback abstained from voting due to spouse on staff.

Budget discussed. Budgeted student enrollment same as last year at 442. Ways to increase Annual Fund were brought up. Should more money be spent on Development Dept. for a grant writer and marketing person to assist Angie Halbeisen or at the minimum give her secretarial help to free her up. Agreed the budget was tight. Steve Foos motioned to approve the budget, Tom Stierwalt seconded it. Board roll call-all approved.

Building and Grounds – According to the by-laws, projects with three estimates should be proposed to the Finance Committee before going to the board. Once both boards approve, it must go to the diocese. Upcoming projects include roof, heating unit, ceiling, drainage and N and NW windows. Once projects are approved, advertising should be done to show revitalization. Matching donors and grants are options to finish the windows.

Other Items – After this school year, Todd Drusback will be coming off the board. It was brought up to resurrect the Governance Committee. Possible board member retreat in August to kick off the year.

Handbook changes were made and Todd Drusback asked if we are meeting the services that it says we provide. Anthony Fontana assured that students on IEP's services must be met through FCS. Students on service plans are taught with special accommodations. Tim Luc motioned to approve the handbook, Steve Foos seconded it. Board roll call – all approved. Handbook approved and will be published next school year.

Public board meeting will be May 16<sup>th</sup> at 6 pm.

Board members adjourned into Executive Session