

Minutes
BHCS Governing Board
April 18, 2013
6:00 p.m.
Sacred Heart

In Attendance: Pat Militello, Father Mike Zacharias, Father Ken Lill, Anne Marquis, Denice Hirt, Mary Yeager, Brad Culbert, Roy Wilhelm, Judy Zavela

Absent: Elaine Rosengarten, Kathy Stierwalt

Also in attendance: Superintendent Tim Cullen, Business Manager Bob Dulaney

I. The meeting was called to order at 6:03 p.m. by Pat Militello

- A. Opening prayer led by Fr. Mike Zacharias
- B. Welcome to Judy Zavela who will be a representative from St. Ann's
- C. **A motion was made by Anne Marquis to accept the minutes of the March meeting. Motion seconded by Denice Hirt. Motion approved.**

II. Reports

- A. Executive
 - 1. Report was emailed
- B. Catholic Identity
 - 1. Report was emailed
- C. Facilities
 - 1. No meeting held this month
- D. Marketing
 - 1. Brochure is close to completion
 - 2. Latest focus for committee discussion is retention of students from 3rd to 4th grade
 - 3. Looking at a way to contact families who have children no longer at BHCS
 - 4. Looking to publicize in local magazines
 - 5. Looking at compiling parent-to-parent connection development along with reference list to give to parents – who do you call for various pieces of information
 - 6. Discussed adding a frequently asked questions link to our board page of the website or somehow to the Facebook page
 - 7. Positive response toward the spend a quarter campaign
 - 8. Need for updated information for mailings
- E. Governance
 - No report
- F. Superintendent
 - 1. Spend a quarter campaign netted 5 students; generated a lot of interest with 20 families contacting the school for more information; discussion regarding continuing the initiative for the first quarter next year or in a future year. The Board is asked to think about this.
 - 2. Registration packets are going out with a letter from Tim.
 - 3. No school Friday the 19th. The day will be spent on accreditation work.
 - 4. Tim shared a positive email he received regarding behavior of our softball team and coaches
 - 5. Information shared with parents of 8th graders regarding end of the year activities
 - 6. High school graduation ceremony will be as in the recent past
 - 7. Governor's bill regarding educational vouchers and kindergarten students hasn't passed as yet. The Bishop is optimistic about the likelihood of passage and is encouraging activism by Catholics.
 - 8. 31 students submitted for Peterson scholarship
- G. Finance
 - 1. Finance committee report was emailed

2. Financial report was emailed
 - a. The need for confidentiality was stressed as recommendations are under discussion. Comparison information was provided
 - c. Bob has spoken to representative from WSOS regarding cafeteria service
 - d. Bob has looked at scenarios regarding campuses and reductions
 - e. Appreciation expressed to Bob and Tim for the work they did on the budget recommendations
 - f. Discussion regarding a campaign to help with 'bridging the gap'. **Denice Hirt made a motion to put together an ad hoc committee to raise additional operating revenue for 2013-2014. Brad Culbert seconded.**

Discussion took place regarding the financial goal and committee role.

Roll Call Vote: Father Mike Zacharias, yes; Father Ken Lill, yes; Anne Marquis, yes; Denice Hirt, yes; Mary Yeager, yes; Brad Culbert, yes; Roy Wilhelm, yes; Judy Zavela, yes. Motion approved.

- g. Permission has been gained from the diocese regarding the elimination of the faculty endowment. Discussion took place regarding the process for elimination and a communication plan for contacting the major donors to the endowment. Bob will send information about the endowment to the Executive Committee.
- h. Discussion took place regarding board elections. The deadline has been extended for the election to give the parishes enough time to put together a ballot.
- i. Discussion about the approval of the budget and a timeline.

III. Decision/Discussion Items

- A. The Public Board Meeting will be held on **Monday, May 13, from 6:00 pm– 7:00pm**. The earlier time is to eliminate a conflict with the 7:00 p.m. elementary program.
- B. The Strategic Core Team planning meeting was held on April 17. This was a follow-up to the retreat. Four topics for focus were identified: community, marketing/pr, financial stability, academic excellence. The next meeting will be May 15 at which time others will be invited to attend to further develop the topics. Discussion took place about confidentiality
- C. Facilities feasibility study update given by Tim using information from Matthew Cropper. He expects to be done with the study by end of April. Mr. Cropper is willing to come to Fremont to share information from the report with the Board

IV. Motion to adjourn made by Judy Zavela and seconded by Father Mike. Meeting was adjourned at 8:35.

Next meeting: May 13, 6:00 – 7:00 at the SJCC gym; Regular Board meeting May 16, 6:00 pm