

Bishop Hoffman Catholic School Governing Board Meeting Minutes

September 20, 2012 – 6:00 pm
SH Meeting Room B

Please Read:	•
Please Bring:	•

In Attendance: Board Members Anne Marquis, Denice Hirt, Mary Yeager, Fr. Ken Lill, Fr. Mike Zacharias, Pat Militello, Superintendent Tim Cullen, Business Manager Bob Dulaney
 Guest: Chris Knight, Toledo Diocese Superintendent

	Time	Person(s)
Opening Prayer		Dee
Roll Call, Review/Approval of Minutes <ul style="list-style-type: none"> • Approval of August 16, 2012 <ul style="list-style-type: none"> • Anne made a motion to approve the August 16 minutes; Denice seconded. Minutes approved • Pat will send minutes to Angie for posting 	5 mins.	Board
Secretary Position – The executive board recommends this be an internal position; discussion that it should be one person rather than rotated Acceptance of Amy Salazar’s Resignation – the board acknowledges the resignation and appreciates her involvement Acceptance of Vince Militello’s resignation - the board acknowledges the resignation and appreciates his involvement Notice of their resignations to be published in the bulletins Status of other board members For consideration: number of board members Report Discussion <ul style="list-style-type: none"> • Executive <ul style="list-style-type: none"> • Discussion and establishment of committee membership and leadership • Tim’s accreditation committees; presented a list of committees complete with those who’ve indicated participating would be appropriate 		Mary

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<ul style="list-style-type: none"> • Finance <ul style="list-style-type: none"> • Bob: Statements being mailed; emailing to the ‘old’ finance committee members – needs to have an updated membership list • tuition assistance committee wrapping up • 2 Chinese students yet to come but are expected • The Voice will have the 2012 financial results and this should be sent to the parishes by Angie • Superintendent <ul style="list-style-type: none"> • Met with new president of Terra and working on new projects ie. interscholastic sports, marketing all schools, broadcasting support to promote • Part of Academic Challenge Sat. Oct. 27 taking on Toledo School of the Arts • Notre Dame ACE program; distributed a handout • Friday is Catholic Educator conference which the staff will attend at the Seagate Center: inclusion presentation, team teaching, Fr. Nuss on the ‘radical mission of Catholic schools’ • Marketing – Dee will chair; will serve where needed as others come onto the board • Catholic Identity <ul style="list-style-type: none"> • Committee has developed a list of activities for the campuses • Facilities – Mary will chair • Governance <ul style="list-style-type: none"> • Discussion at Pat’s meeting centered on results via reg. evaluations of board meetings, board itself, and individual board members • Speaker on grant writing • Attendees discussed marketing and development • Next step for the this committee is to bring job description to the board especially as two new members are currently needed 		<p style="text-align: center;">Tim</p> <p style="text-align: center;">Anne</p>
<p>Decision/Discussion Items</p> <ul style="list-style-type: none"> • Mr. Knight <ul style="list-style-type: none"> • Willingness of the diocese to support the work; shared information regarding what’s happening with consolidation; sharing of best practices; 33 school leaders participating in the ND leadership program 		<p style="text-align: center;">Board</p>

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<ul style="list-style-type: none"> • Question raised about how the system can continue with a small high school enrollment; what do we need to do – how can we be proactive; how do we fiscally react • Addition to Timeline Master 		
<p>Next Board Meeting</p> <ul style="list-style-type: none"> • October 18, 2012 • Agenda Items – committees should create a ‘charter’ for their committee; Pat will email a document to everyone to facilitate; additionally a job description for the committee member should be created 		
<p>Reminder(s) Bring your committee’s charter and job description</p>		
<p>Adjournment Pat made a motion to adjourn; Mary seconded. Meeting adjourned at 7:50 p.m.</p>		