

Bishop Hoffman Catholic School

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

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Governing Board Meeting

Thursday, August 22, 2019

Present: Darcy Woolf-Chair, Steve Foos -Vice Chair, Tim Luc, Cyle Stull, Greg Streacker, Otto Gonzalez, Fr. Chris Kardzis, Fr. Michael Roemmele, Nate Waleryszak, Alex Darr. Unable to attend Tom Stierwalt.

Administration: Anthony Fontana, Head of Schools, Pam Snell, Business Manager. Unable to attend, Dave Perin, Sacred Heart Principal and Mike Gabel, SJCC Principal.

Opening Prayer: Fr. Jeff

Review of April 2019 meeting minutes. Motion to approve Alex Darr and seconded by Greg Streacker.
Review of June 2019 meeting minutes. Motion to approve Tim Luc and seconded by Alex Darr.

Meeting will go back to being monthly with reports being due the Friday before.

Catholic Identity - Fr. Jeff was present and this year he will be visiting the classrooms more. Catholic Identity has adopted the theme of "Belong" for the year. There are banners to be used at Masses with the theme on it. High School students will receive a "Belong" lapel pin, Junior High a lanyard with the theme and Sacred Heart and Early Childhood students a bracelet.

Students may ask Fr. Jeff questions by putting them in the prayer box at the high school. He will also have regular office hours at SJCC on Friday's from 10:30 – 1:30. Athletic teams will go to Mass together on occasion. A school wide rosary will be said once a month at the high school and the elementary will have Adoration on the first Thursday of the month.

Principal's Report – Mike Gabel noted that the bussing to Fostoria has been worked out and communicated to the parents.

Dave Perin's report stated that the PE class has been revamped. Kdg – 3 and grades 4-6 will have PE together followed by recess which will be structured physical activity. Jason Smith along with 4-6 aides will help with PE. Dave will be present for all classes since he is the teacher of record. This program may be adjusted as needed throughout the year.

Fr. Michael questioned why Lisa Swaisgood is now just the Director of the Early Childhood Program and not teaching any classes. Anthony explained because of the size of the preschool that it is required for the Step Up to Quality Program. They hired two part time teachers to help out. It was noted that the Pre-School is self-sustaining although the hiring of more teachers cuts into the bottom line.

Fr. Chris wants a cost per campus breakdown. Pam said the difficulties would be in allocating the HOS, Development Director, Enrollment Coordinator etc. Alex Darr offered to help with this. The timeline of getting this done is the January meeting which is after the November audit.

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Head of School Report – Initially 442 students were budgeted. At this time there are 483 enrolled. Anthony recently met with Fremont City Schools about our ASP funding. At this time FCS said that all of our money has been spent. This is in part due to a Federal grant that has run out that helps pay for salaries. Anthony is going to get more information. He said due to our enrollment being up and salaries less than last year our February amount from the state will be higher. Next year, teachers will need their requisitions in by April.

Angie Halbeisen is currently working with a local business on logo designs. Anthony will meet with her on this.

Greg brought up that The Voice has SJCC all over it rather than BHCS. They would like to ask Pat Militello and Angie Halbeisen to come in to explain what the intent was at the time of consolidation concerning the BHCS name.

Committee Reports

Executive Committee – \$390,000 of the Bartson Estate money has been invested. Duct work of \$2,400 has been completed. The cost of the water line is \$47,500 and \$1,500 for asbestos removal.

Building and Grounds – To make a training room accessible to both boys and girls at SJCC a door is needed to be cut in the hallway by the locker rooms. The price from Zimmerman's to do this is \$4,750. Although everyone agreed that it is needed, Cyle brought up that it is not an emergency and should be worked into the budget for next year. A motion for approval was brought up by Fr. Michael with Tim seconding it. Motion passed with Cyle and Steve as nay votes.

A five-year plan of future projects will be prioritized and brought to the next meeting.

It was also brought up that with enrollment up and all of the projects going on at the schools that it is a prime time to talk to donors. Anthony will work on re-establishing connections with donors. Also, the Annual Fund has to be the Development Department's main priority. Angie wears so many hats that some may have to be prioritized.

Finance – The revised budget will be met if fundraising and student count is at 488. For personnel, \$16,000 was able to be cut – one employee did not need benefits and an aide quit and was not replaced.

Of the \$28,000 tuition owed in July, \$21,000 will be rolled over to this year. The proposed write off is \$4,580. Once this is written off, it will be sent to collections. It was recommended that we wait to write it off.

Motion to adjourn by Cyle Stull and it was 2nd by Steve Foos.