

**BHCS GOVERNING BOARD MINUTES**  
**THURSDAY, SEPTEMBER 17<sup>TH</sup>, 2015 | 6:00 – 8:00 P.M.**  
**ST. JOSEPH'S RECTORY – LOWER LEVEL MEETING ROOM**

**IN ATTENDANCE:** Brad Culbert, Karen Darr, Todd Drusback, Robert Gabel, Otto Gonzales, Dr. Mark Hoelzle, Father John Blaser, Kay E. Reiter, , Darcy Woolf, Father Mike Zacharias

**EXCUSED:** Father Ken Lill, Roy Wilhelm

**OTHER ATTENDEES:** Superintendent Tim Cullen, Business Manager Pam Snell, Sacred Heart Campus Principal Ann Whitfield

**Welcome and Introductions** – The meeting was called to order at 6:00 p.m. by Mrs. Reiter, BHCS Board Chair with an opening prayer by Father Zacharias. Mrs. Reiter asked each board member to do a quick introduction.

**Minutes - A motion was made by Dr. Hoelzle to approve the minutes of the June 18<sup>th</sup>, 2015 & August 20<sup>th</sup>, 2015 Board Meeting. Mr. Culbert seconded the motion. The minutes were approved.**

**Finance Report** – a written report was reviewed by the board by Mr. Gabel and Ms. Snell. The multiple items were discussed:

- Current enrollment is at 425 students – 26 more than 399 budgeted.
- Current tuition receivable is \$141,149.45 - Ed Choice has impacted this number.
- Discussion of new registration process was discussed for the 2015-2016 school year.
- Bad check policy was discussed.
- 2014 -2015 required diocese audit process was discussed.
- The Finance Committee has requested Ms. Snell to reconcile the 2014-2015 school year Peterson Scholarship income and expenses.

**Superintendent's Report** – Mr. Cullen reviewed the attached calendar of the events. Mr. Cullen provided an update on new Junior High Academy. Mr. Cullen provided the board a copy of the Junior High Academy Master Schedule. Sacred Heart Campus Principal, Ms. Whitfield reported there are currently 270 – k-5th grade students and 79 pre-school students. The recent open house went very well at the Sacred Heart Campus. The 5G technology contractor has not met the requirements of the contract to complete IT upgrades for the BHCS buildings action steps are currently being addressed to make sure the actions steps are all addressed.

**Re-design of Standing Board Committees** – Mrs. Reiter shared with the board the Executive Committee's desire to turn all facilities actions steps over to Ms. Snell, the BHCS Business Manager. After a brief discussion **a motion was made by Mr. Culbert to dissolve the Facilities Committee and continue the re-design of the standing board committee discussion at the October board meeting. Ms. Woolf seconded the motion. The motion was approved.** Mrs. Reiter asked all board members to consider their committee assignments and to be prepared to discuss at the October Board Meeting.

**Dr. Hoelzle made a motion to adjourn to Executive Session at 7:05 pm for the purpose of discussing personnel issues. Mr. Culbert seconded. The motion was approved and the regular Board meeting moved into executive session.**

**The Board moved out of executive session with a motion by Father Blaser. Mr. Culbert m seconded. The motion was approved and the Board moved out of executive session.**

Mrs. Reiter thanked the board for full attendance to the board meeting and again welcomed the new board members and shared with the new board members if they had any questions to never hesitate to contact Mrs. Reiter and/or Vice-Chair Dr. Hoelzle. Mrs. Reiter also reminded the board that starting with the October board meeting Anne Marquis will be the meeting recorder.

**Mr. Gabel made a motion to adjourn at 8:00 p.m. Mr. Culbert seconded. The motion was approved.**

**NEXT BHCS BOARD MEETING: THURSDAY, OCTOBER 15<sup>TH</sup>, 2015 | 6:00 P.M.**