

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, February 20, 2020

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

Administration: Mike Gabel, SJCC Principal, Adam Dosch, Interim Sacred Heart Principal, Pam Snell, Business Manager, Lisa Swaisgood, Early Childhood Director & Angie Halbeisen, Development Director.

Opening Prayer: Fr. Michael

Review of January, 2020 meeting minutes. Motion to approve minutes by Cyle, with Greg having seconded. All approved.

Head of School Report – submitted prior to February 13th. ProMedica will be contacted for quotes for Athletic Training services. Windows for the east side of the high school may start in May. Some work will need to be completed before hand. (i.e.: kiln moved; vents rerouted.) Greg will see about hiring someone to do the work if needed.

The Marketing Committee will meet and a new logo will be presented to the board next month.

Accreditation has been moved to September. Assurance was given that BHCS will not be penalized for the change in date.

SJCC Principal's Report – Mike is meeting with Adam & Pam Hines to go over enrollment process. He will also be meeting with Fremont City Schools to get a handle on ASP funding. The work on bus #12 is almost completed. When finished that should be like brand new.

He reached out to George Irish about the recent changes in administration. He brought up that previously, if a student went to Vanguard they needed to spend half-day at SJCC. Some-time during previous administrations it was omitted from the handbook. This may need to be addressed for next year. Jeff Blohm will be retiring in August as he will be 65. Jeff will need to submit a letter of resignation and in return, a letter of acceptance will be given to him.

Mike will be holding SJCC Admin meetings bi-weekly. All of the high school and junior high teachers Have been observed. Midterms were mailed out on the Feb. 18th. This was for any student who was receiving a D or F in any subjects.

Sacred Heart Principal's Report – The three areas Adam wants to work on is Communication, Discipline And Morale. Four words to live by – Pray, Belong, Best & Love. He said he met with Terri Giebel this past week and she will be an enormous help during transition.

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There have been discipline issues. A fifth grader has been expelled. The aunt of the boy wanted to know if he could re-enroll next school year. Cyle asked if there are others with discipline issues. Adam is hoping that holding the students accountable for their actions will help cut down on those issues.

Adam is interviewing an applicant for the 5th grade teaching position. He wants to talk to Pam Snell about hiring a PE teacher. This would help free up teachers during their planning time and help cover recess duties.

Development Director Report – At this time, there are 451 registered K-12 and 77 Preschool. Email reminders have been sent. Major donors have been notified about the administration change. Angie said the annual fund is at \$109,685 for this year and an additional \$12,035 came in for last year. There will be a major push about the sixth grade coming over next year. Possibly a video showing the students being excited.

Early Childhood Director Report – Lisa Swaisgood reminded everyone that the preschool is a separate entity with a different IRN number. She will be working with Pam Hines as she does not want to be collecting tuition from parents. With the Step Up to Quality, the expectation of the staff is very high. They have to take state courses and she would like the school to consider paying for them.

Lisa could use more maintenance help. A work order process was suggested. Lisa is checking with the state to see if a mirror or window could be used instead of knocking down a wall to monitor the students in the coat room. She said the roof needs a vent too.

She said regarding Step Up to Quality, we are almost a 3 star now. She talked about her staffing concerns for next year and she will meet with Pam to put a plan together.

Committee Reports

Catholic Identity – The report was emailed prior to the board meeting. Fr. Michael wants to make sure all the retreats are actually in the budget.

Building and Grounds – The water heater at Sacred Heart is going in on Feb. 29th.

Finance Committee – 488 students are budgeted for next year along with 78 preschoolers. Fr. Michael & Alex believe it should be a more conservative number. Pam will rework the budget adjusting the number.

Fr. Michael stated that all schools our size have a Head of School. We are an anomaly. Pam also stated that 75% of our budget goes to salaries. Could the Peterson scholarship money help cover the cost of aides? Pam said we are maximizing the Peterson money. Other budget discussions tabled until the ASP meeting takes place.

Alex made a motion to adjourn the meeting and Fr. Chris seconded it.