

4th Annual BHCS State of the School Meeting
May 12, 2014
7:00 p.m.
SJCC gymnasium

Board members in attendance: Board Chair, Pat Militello, Vice Chair Kay Reiter, Brad Culbert, Todd Drusback, Denice Hirt, Father Ken Lill, Anne Marquis, Roy Wilhelm, Father Mike Zacharias, Judy Zavela

Absent: Dr. Mark Hoelzle

Also in attendance: Superintendent Tim Cullen, Interim Business Manager Jeff Sprague

- I. Board Chair Pat Militello opened the meeting at 7:03 p.m. with a welcome to all in attendance. He explained the night's process.
- II. Fr. Ken Lill led the opening prayer.
- III. Board Chair Pat Militello provided the history of BHCS. He described the function of the Governing Board and the rotation of members. He introduced the Board members and gave their committee membership.
 - a. The purpose of the Executive Committee and its membership was given by Board Chair Pat Militello
 - b. The Catholic Identity Committee is chaired by Anne Marquis. She listed the members of the committee. She gave highlights of the committee's work this year which included work on the Strategic Plan, the job description for the Campus Minister, and involvement with the school accreditation plan. She stated a future concern for the committee is Sunday Mass attendance by the students.
 - c. The Marketing Committee is chaired by Denice Hirt. She identified the members of the committee. She stated that the goal of the committee is to promote BHCS in a positive manner and build enrollment. She drew attention to the billboards that are present in the community, radio announcements, and newspaper ads. She indicated that next year's theme will be a loud "We Are". She discussed the work done this year on preschool to kindergarten transition and the PAL program which pairs new families with veteran families. Other items discussed included visits by BHCS students to area preschools, the family picnic, and involvement in the recent Storybook Festival.
 - d. The Facilities Committee is chaired by Roy Wilhelm. He listed the members of the committee. Major projects this year included the installation of a new boiler at the Sacred Heart Campus and new windows at SJCC which was made possible through a donation. He stated that a walk-through of each campus has been conducted by the committee, the purpose of which is to help determine needs and prioritize these. An example of a current need is improvement of the entryways at the Sacred Heart and St. Joseph Campuses.
 - e. The Finance Committee is chaired by Judy Zavela. She identified the members of the committee. She stated that the accomplishments of the committee this year are: holding regular meetings at which financial statements are reviewed; the development of Strategic Plan goals; provision of guidance in the development of the new budget. Challenges faced by the committee included the new diocesan accounting system and the

- resignation of Business Manager, Bob Dulaney. She said that Interim Business Manager, Jeff Sprague, has stepped in and is working well with the committee. She also mentioned that a posting for the Business Manager position has been made and first round interviews conducted. Second round interviews will be held next week.
- f. The Governance Committee is chaired by Todd Drusback. He listed the members and read the responsibilities of the committee. He stated that each Board member receives a binder that provides important information about Board functions. Some of the committee's work includes keeping the binder and website up-to-date for the Board, and encouraging the work on the Strategic Plan. The committee is continuing to work on improving communication between the board and parents.
 - g. Tim Cullen provided the Superintendent's Report. He began with a discussion about the teacher salary schedule. Meetings were held today with the teachers to gather information about their questions and concerns. A summary of these will be sent to the Board. Mr. Cullen provided a handout that included the following: an expression of thanks to Fr. Jacob Gordon for his service to BHCS as School Chaplain and a welcome to Father Eric Mueller who will be stepping into the position July 1; information on the completion of the 2 year accreditation process; information on the John Peterson Scholarship and Ed Choice Initiative and the expansion of Ed Choice to include both kindergarten and first grade; information on the Tuition Assistance process and the 1st Quarter Initiative; upcoming summer workshops to be attended by various staff members; and the retirement of two staff members, Liz Hickey and Bill Smith.

IV. Following the Reports, Board Chair Pat Militello opened the floor to questions. These are as follows:

- a. Comments were made regarding the salary schedule for the teachers and how they received the information.
- b. A comment was made concerning the importance of the depth of experience of the teaching staff.
- c. Question: Are all the salary schedules the same across campuses? Answer provided by Pat Militello: Yes, a common salary schedule was developed during the first year of consolidation. However, there were staff whose salaries, after a reduction in pay, were grandfathered above the highest level.
- d. Question: Do teachers have access to the salary schedule? Answer provided by Tim: Not in the past but it will be provided to teachers with their next contract.
- e. Question: Is the salary schedule only based on experience or is education also included? Answer: The salary schedule considers experience and education.
- f. Question addressed to Roy Wilhelm: Was the girls' restroom at the St. Joseph campus included in the walk-through? Answer: Yes, we are considering the entirety of each building.
- g. Question: What training is being given to the teachers regarding using data, (from AIMSweb, STARS), in order to differentiate instruction? Is math being added (as the data is only for English/Language Arts currently)? Answer from Principal Cathy Krupp and Superintendent Tim Cullen: The data being collected is new this year and teachers are learning about it. Differentiation will be addressed. Data for math will be added next year.
- h. Question: Will we finish the current fiscal school year in the black? Answer: Yes

- i. Question addressed to Denice Hirt: Are we just distributing information at events or are contacts being made? Answer: There is a process for responding back to inquiries and includes individual follow-up and engagement. We have also asked that each campus secretary record on a log sheet to determine which marketing strategies are successful.