

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, May 21, 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. Tom Stierwalt & Otto Gonzalez unable to attend.

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. Chris

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

SJCC Principal's Report – Mike reported that he is setting up a meeting with Kathy Gillmor about the Naderer property.

Baccalaureate/Commencement will be live streamed (if possible) using hotspot. The board will not be attending this year due to limited seating.

The diocese has given different scenarios on what school may look like in the fall. It was suggested that a committee be formed to help once decisions are made. A lot will depend on bussing.

Development Director's Report – The window fund has a remaining balance of \$25,785. The auction will be online beginning 5/30 and ending 6/5 using Greater Giving software. The software cost is \$1,200. It was noted that getting the word out is a big concern. Everyone in the database has been emailed about it. It has been in bulletins and on Facebook.

Sacred Heart Principal's Report – Adam would like a nurse full time for BHCS due to Covid concerns. Thermal scanner will be at each campus donated by Roger Kuns. Cyle suggested that the nurse be on the committee for reopening school in the fall. An updated job description with her nursing duty would be in order.

Currently have 46 kindergartners. There will not be a 3rd kdg teacher hired.

Early Childhood Director Report – Lisa said that her class sizes may be smaller due to possible distancing mandates and the cost to parents who are already experiencing financial difficulties.

A temperature scanner will not be used since they will be going in several different entrances. An infrared thermometer will be used at each entrance.

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Committee Reports

Catholic Identity – Tom not available. Fr. Chris said he would join the committee since Fr. Jeff is leaving. The remaining Soup Stop money will be transferred to Student Outreach.

Marketing – Angie said there is a tentative meeting on June 2. She is moving forward without Otto. Alex offered to help in anyway. She will forward any recommendations to the board.

Building and Grounds – Waiting on color samples for the acoustical ceiling at Sacred Heart cafeteria. Carpet has been approved for the Preschool but will hold off until grant is awarded. The cafeteria floor tiles that were broken at Sacred Heart have been replaced.

Clay Stull's Eagle Scout project is approved. Cyle asked if water is coming in at the high school. Greg said they dug a hole and put in 57's and so far, there is no water coming in.

Finance Committee – Talked about Preschool currently having 80 enrolled but the expectation is that some will drop which might mean they do not need to hire a teacher. Enrollment for k-12 is a concern due to covid.

A balanced budget still needs to be turned in to the diocese. Final payment of the mandated services money will be short by approximately \$20,000 this year. Pam voiced concerns about Ed Choice revenue also. It's suggested that we keep the SJCC maintenance person a part time position and to stay at only 2 kindergartens capping at 45 students.

It was brought up why the cafeterias are not making money. Pam will compare lunch prices with other schools. It was suggested that we tighten spending. Pam said that she did not see a lot of waist in the administration costs.

Another Annual Fund appeal was not done because of the timing of the auction. Angie will check with marketing companies that help with annual fund raising. Only the annual fund helps with the bottom line. Fr. Michael suggested that other fundraising that goes on be made to give a percentage back to the school.

The cost of hiring a Head of School was brought up. Executive committee will discuss.

Motion to adjourn the meeting was by Alex, seconded by Tim.