

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, April 16, 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.

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 February, 2020 meeting minutes. Motion to approve minutes by Alex, with Nate having seconded. All approved.

SJCC Principal's Report – Mike reported that Tuesday, Apr. 28 there will be a meeting to discuss plans for graduation and end of the year activities. To celebrate the Seniors, graduation posters will be put in their yards beginning May 1st and they will be posted on Facebook.

Steve asked how the students are being graded while they work from home. Mike said the Junior High may go to a Pass/Fail, but High School will most likely remain with letter grades because of the impact on GPA's. No other questions on Mike's report

Development Director's Report – The Annual Budget has brought in \$122,000 for this year. (Additional money came in but was credited to last year's Annual Fund.). The budget amount was \$125,000. It was decided that an appeal will probably not be done because it would coincide with the auction plans. Fr. Michael suggested coming out strong in the beginning of next school year with AF. Steve asked if we do Appeals towards businesses. Angie explained that there use to be a committee that solicited businesses but with the last two administrations the business committee for AF was discontinued. It shall be revisited. Fr. Chris suggested approaching individuals personally that may be willing to help financially during this time.

The auction will be an online event pending Gov. DeWine's announcement. All alumni will be notified of the online event and they will be given the opportunity to bid along with "Raise Your Paddle" tuition assistance donation.

Angie brought up that the Naderer Sports Complex Raffle will not take place and other fundraisers will need to be considered to fund the complex.

Sacred Heart Principal's Report – Adam has accepted the Principal position. He is now looking for a 5th grade teacher, an aid and a kitchen position. He said they were throwing ideas around for a 5th & 6th grade clap off.

Discontinuing the Step up for Quality for Extended day. Only a family or two are using it.

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Early Childhood Director Report – Lisa said that a replacement for Alison will be needed. This is a full-time position. With people out of work, she said her classes may change because people may not be able to afford the all-day program.

Committee Reports

Catholic Identity – Dan Rose suggested reaching out to our students virtually. Fr. Jeff will do weekly videos to maintain a connection to the students.

Building and Grounds – No on the gym floor – cost \$130,000. Tom Babione has raised a total of 29,265 from his class. Cafeteria windows will be done only if there is any money left. Per a conversation Tom Babione had with Anthony it was left that the lintels cost of \$12,000 come out of the Bartson Estate money and not the window fund. A motion to approve paying for the lintels out of the Bartson fund was raised by Alex and 2nd by Tom. Cyle was opposed due to not following procedure on not spending the Bartson money.

The quote to fix the water coming in the SJCC cafeteria wall was 14,695 from Zimmerman's. Alex made a motion to approve the spending. Fr. Michael 2nd it with no one opposed. The coils on the 3rd floor of SJCC may be held off for now. Fresh air will still be coming in once the epoxy is taken off. That cost will be about \$800. Greg motioned to approve and Fr. Michael 2nd it.

Sacred Heart needs to repair the floor stripper machine. Since it is used so infrequently they will use the machine at SJCC rather than spending the \$750. The acoustic panels for the Sacred Heart cafeteria will be paid for with the grant of \$5,000, BHCS will pay \$5,000 and Sacred Heart Parish will match both for \$10,000. Prices are being confirmed. The buses are at Bobby's for inspection.

Finance Committee – Tuition delinquencies were talked about. One of the families will be on Ed Choice next year. Still paying for the cleaning company while out of school. Alex suggested double checking the contract.

The Payroll Protection Loan needs to be clarified on how best to maximize the benefits. Nate, Alex, Greg & Pam will meet on this.

It was brought up by Mike to pay the spring coaches at least for part of their stipend since they began conditioning back in Jan. It was decided to pay them 50% of their contract.

Alex made a motion to adjourn the meeting and Fr. Michael seconded it. All were in favor.

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April 2, 2020 Special Meeting

All members present except Otto Gonzalez and Tim Luc

There was discussion about the Payroll Protection Loan as the loan application process opened Friday, April 3, 2020. We will use Croghan Colonial Bank as that is where we have our checking and savings accounts. Pam has contacted CCB and has worked through the amount to request and a possible forgiveness amount. There was a motion to request the full amount allowed. All approved.

We reviewed essential and non-essential employees and made the decision to layoff 5 employees until we hear back regarding the loan. A motion was made to layoff these employees and all approved. Three employees at Sacred Heart and two employees at SJCC were affected. Pam will speak with Mike and Adam to let them know.