

Minutes
BHCS Governing Board
April 24, 2014
6:00 p.m.
SJCC Media Room

In Attendance: Todd Drusback, Brad Culbert, Mark Hoelzle, Anne Marquis, Pat Militello, Kay Reiter, Father Mike Zacharias, Judy Zavela, Father Ken Lill, Roy Wilhelm

Absent: Denice Hirt

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

I. The meeting was called to order at 6:02 p.m. by Pat.

- A. An opening prayer was led by Tim Cullen
- B. **A motion was made by Kay to approve the minutes from the March 27, 2014 Special Budget Meeting. Roy seconded the motion and it passed.**

II. Committees / Reports

- A. Governance
 - 1. Todd has talked to individuals about joining the committee.
- B. Executive
 - 1. No report.
- C. Marketing
 - 1. Report emailed.
- D. Catholic Identity
 - 1. Report emailed.
 - 2. Committee was asked to consider a school presentation from a group who would like to speak about fighting human trafficking. Committee invited the group leadership to attend the September meeting to educate the committee before a decision can be made.
 - 3. Chaplain's Job Description - The Executive Committee was again asked to review at its next meeting.
- E. Facilities
 - 1. St. Joseph Campus walk-through has been completed and the report was forwarded to Pat and Tim. The committee needs to schedule the walk-through of the SJCC and Sacred Heart Campuses. A report summarizing the results of all three buildings will be compiled and distributed to the board when available.
 - 2. Windows at the lower level of the high school will be replaced in a few weeks.
 - 3. Contract was signed by Sacred Heart Parish to replace the boiler in the school.
- F. Superintendent Report
 - 1. Junior / Senior prom is this weekend and next week the 8th grade class will travel on their class trip Chicago.
 - 2. Tim discussed a new collaborative effort with the Diocese of Toledo and the University of Notre Dame on curriculum development and instruction to prepare and implement the new content standards.
 - 3. ACE Program invited schools that initially participated in the program to send a team to Notre Dame to focus on strategies designed to increase enrollment.
 - 4. The 2nd and 3rd of June are make-up days and coordinated with Fremont City Schools.
 - 5. Will update registration packets after the budget is approved.

6. Have received 9 (will be 10) EdChoice applications for Kindergarten next year and 5 for first grade. 34 students participated in Kindergarten screening.

G. Finance

1. Kay, Brad and Pat attended the SH Finance Council Meeting last night.
 - a. Suggestion was made to send a summary of the school board minutes to include in bulletin. This will begin immediately.
 - b. Asked if it was possible to open board meetings for public to attend.
 - i. The board discussed the procedure of public school board meetings. The board will further discuss when we evaluate the board and review the statutes.
 - c. Suggestion was made for the principal of the respective building to reach out to parents with children in the transition years.
 - d. Suggested tasks for the finance committee work: Calculate the cost per student (high level calculation). Calculate a break even number with respect to the number of students. Work on a correlation between birth rates and parish baptisms to future enrollment.
2. Judy brought forth concerns that were voiced at the most recent finance committee meeting.
 - a. Cost per student calculation mentioned above.
 - b. Will there be an increase in financial aid to offset the proposed increase in tuition?
 - c. The finance committee and board need to spend time working on financial considerations for the next 3 – 5 years.
 - d. The business managers were upset that the subsidy request was late.
 - e. The committee discussed a delinquent tuition policy.
3. Budget discussion
 - a. Jeff distributed the financial statements, 2014-15 budget information, and 6/30/2014 cash projection.
 - b. A motion was made by Mark to approve the budget with the following stated assumptions.
 - i. An increase of 5% to the salary schedule for teachers with 0 to 9 years of experience.
 - ii. An increase of \$180 in tuition per student while maintaining the multi-student family discount.
 - iii. Request a \$1550 subsidy per student from St. Ann, St. Joseph, and Sacred Heart.

The motion was seconded by Kay.

Roll Call Vote: (Kay – Yes, Fr. Mike – Yes, Roy – Yes, Judy – Yes, Mark – Yes, Fr. Ken – Yes, Brad - Yes, Anne - Yes, Todd - Yes)

III. Decision/Discussion Items

- A. State of BHCS Meeting
 1. Meeting will be held on May 12 at 7:00 pm in the SJCC gymnasium.
 2. Each committee was asked to forward their talking points to Pat by May 5th.
- B. Board and Superintendent Evaluations
 1. Pat reminded the board that these should be returned by May 2nd. The results will be compiled and shared at the May meeting and discussed in June.
- C. Business Manager Update
 1. Interviews are scheduled with four candidates next week.

2. Second interviews will be scheduled for the following week, if possible.

A motion to adjourn was made by Kay and seconded by Anne. The meeting was adjourned at 8:27 p.m.

Next meetings: May 12, 2014 at 7:00 pm in the SJCC Gymnasium
 May 15, 2014; SJCC media room, 6:00 p.m.

Submitted by Patrick Militello