

Bishop Hoffman Catholic School

To reach and teach the Mind, Body, Heart and Soul of each child to bring them closer to God

Bishop Hoffman Catholic School

Governing Board Meeting

Thursday, January 19, 2017 6:00 PM

SJCC Media Center, Fremont, OH

Attendees: Dr. Mark Hoelzle, Chair, Darcy Woolf, Vice-Chair, Todd Drusback, Bob Gabel, Steve Foos, Roy Wilhelm, Fr. Kris Kardzis, Otto Gonzalez, Karen Darr

Administration: Tim Cullen, Superintendent, Pam Snell, Business Manager, Fr. Nathan Bockrath, Chaplain

Excused: Kay Reiter, Fr. Mike Zacharias, Ann Whitfield

Minutes of December 15, 2016 reviewed. Darcy Woolf made motion to approve, seconded by Bob Gabel. Minutes approved.

Committee Reports:

Executive: Mark discussed plans for a possible wait list policy in the event of future increased enrollment. Tim discussed a recent article in the local new paper regarding open enrollment, and discussed theoretical options for school choice and the need for our school system to be prepared if there is an increase in enrollment in the future.

Marketing: Roy reported that 2 new students have enrolled secondary to the Streak for a Day initiative. Work on the new website is progressing; care must be had to update linked websites. Attention was made to a survey of new students. 11/24 students responded, of the 11 respondents, 10 gave BHCS a 5/5.

Catholic Identity: Fr. Nathan reviewed strategic plan progress.

Governance: Possible board members have been identified from each parish and the list will be shared with each pastor. Fr. Kris shared his plan for holding elections at Sacred Heart.

Building and Grounds: Steve reviewed different tactics that the committee will tackle including prioritizing projects. Transparency will be stressed. Board briefly discussed pre-school program planning

Finance: Bob reported on the work of the finance council and the recommendation to adjust tuition on a cost/student basis. This change in theory could increase revenue by \$100K for Ed Choice scholarships. Care must be done to report this change to all families as directed by the

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Ohio Department of Education guidelines and is currently being implemented at other Catholic schools within the diocese.

Pam recommended considering other possible revenue streams.

Regarding the budget, plan is to have a 1% increase in the teacher pay scale and a 3% fringe expense increase. Discussion had on possibly changing the Voice to online version with possible savings of \$20K, however concern was made regarding the willingness of some donors who may not use the online format and therefore miss important news from BHCS.

Further discussion had regarding endowments and need to identify people who could be donors. Bob Gabel made a motion to have a special meeting to discuss this and tuition assistance plan on Feb 2, 2017 at 6:00. Karen Darr seconded the motion. Motion passed unanimously.

Bob Gabel made a motion to increase tuition by \$100 next academic year, seconded by Todd Drusback. Motion approved unanimously.

Pam discussed her current procedure for accounts payable and that effective 1/30/17 accounts payable will be reimbursed within 21 days of the date/stamp on the properly filled out request.

The auditors have finished their year 2 review and the annual statements are being released for publication.

Superintendent's report: Tim will email drafts for the strategic plan to the board. Catholic Schools week is coming up. ASP funds will be used for possible updates to elementary school science and social studies texts. Update a few teacher desk top computers and provide chrome books for every 6-12th grade student. Goal for these requests to be placed by April. Professional development funds are being investigated to bring in a speaker and to send some Junior High Academy staff for extra training. The Sacred Heart Campus custodian will be leaving BHCS. Tim and Fr. Nathan will be traveling with 21 students to the March for Life.

Motion to adjourn made by Roy Wilhelm. Seconded by Steve Foos. Approved. Meeting adjourned at 7:52.

Submitted,

Mark Hoelzle MD