

BHCS Governing Board Minutes
Thursday, November 19, 2015 | 6:00 – 8:00 pm
SJCC Media Room, SJCC Campus

Attending : Brad Culbert, Todd Drusback, Bob Gabel, Dr. Mark Hoelzle, Kay E. Reiter, Roy Wilhelm, Darcy Woolf

Also attending : Superintendent Tim Cullen, Principal Ann Whitfield, Business Manager Pam Snell, Board Recorder Anne Marquis

Excused : Karen Darr, Otto Gonzalez, Father Mike Zacharias **Absent:** Father John Blaze

The meeting was called to order at 6:02 p.m. by Mrs. Reiter, BHCS Board Chair

- I. The opening prayer was presented by Mr. Cullen
- II. A motion was made to approve the October 15, 2015 minutes by Brad Culbert, Roy Wilhelm seconded the motion. Minutes approved.
- III. Mrs. Reiter introduced Father Nathan Bockrath, the new BHCS Chaplain. Father Nathan explained his plans to bring the titles of the Theology classes more in common with the Diocesan titles used. The Teachers are working to improve that the classes, year by year, are building on what was taught the year before. He also shared there are plans to improve the existing chapel to make it more appropriate for worship on SJCC campus.
- IV. **BHCS Financials:** Because the Peterson and Ed Choice scholarships final dates for applications were changed, the payment has not yet been received, resulting in the Account Receivables being higher than at this time last year. Ms. Snell will continue to provide the board updates. After a discussion about tuition collection and past due accounts the board asked that Ms. Snell investigate the hiring of an Enrollment/Recruitment Coordinator for BHCS and she should be prepared to make recommendations to the board at the December board meeting.
- V. **Re-design of Board Committee Structure/Assignments :**
 - V. a. **Catholic Christian Community & Identity:** After a board discussion it was agreed that Father Nathan should be asked to help with Catholic Christian Community & Identity Committee and its leadership. Dr. Hoelzle has agreed to meet with Father Nathan and contact Mr. Gonzalez to ensure that he will be a member of this committee.
 - b. **Governance Committee:** Mr. Drusback will contact Ms. Darr and Mr. Gonzalez who had expressed an interest in being members of this committee. He plans to have a meeting at the 1st of the year to address future open board seats.
 - d. **Marketing Committee:** Mrs. Reiter is to make contact with Denice Quaintance,

former BHCS board member, regarding her continued membership on this committee. Mrs. Woolf agreed to serve on this committee and provide updates for the board.

- e. **By-law and Diocesan Approval:** Mrs. Reiter has agreed to work with the diocese to have the revisions addressing the committee changes for BHCS done correctly and in a timely manner.

- VI. **Superintendent Report:** Mr. Cullen reported that the 5-G computer work should be completed by the end of the week. The company did not respond to the letter sent previously by the board. He also reported on the recent meeting with Bishop Thomas that he and Father Nathan attended. Bishop Thomas shared his observations about his high school visits last year. The Bishop commented on the appearance of the students, the respect being shown and consistency in classes. Mr. Cullen shared with the board that staff Professional Day is scheduled for 1.19.16.

- VII. **Principal's Report:** Principal Ann Whitfield shared with the that they have purchase new Children's Bibles for grade 2-5 and Big Book stories and materials for Pre-K, grade K and 1st grade with funds from the PTO. It was reported that the recent Veteran's Day program with over 30 veteran guests attending was very inspiring. It was also reported that Mrs. Cochey's class provided a program at the Fremont Elks Lodge 169 at a dinner for Sandusky County Veterans.

- VIII. **Executive Session:** The board moved into executive session to discuss personnel matters Dr. Hoelzle made a motion to move into executive session. Mr. Culbert seconded the motion. Motion was approved. The Board adjourned to executive session at 7:05 pm. Mr. Culbert made a motion to move out of executive session at 7:46 pm. Mr. Gabel seconded the motion. Motion was approved.

- IX. **Closing Comments:** The board was reminded that the BHCS Staff Christmas Party is scheduled for December 4th and Father Mike will be hosting again this year. Each board member will be asked to help to provide some treats to share. Mrs. Marquis will be helping with the planning.

Dr. Hoelzle made a motion to close the meeting. Mrs. Woolf seconded the motion. Motion was approved. The meeting closed at 8:00 pm.