Bishop Hoffman Catholic School

Governing Board Meeting

Thursday, March 17, 2022

Present: Fr. Chris Kardzis, Deacon Mel Shell, Alex Darr, Steve Foos, Cindy Fought, Suzy Jenkins, Tim Luc, Tom Stierwalt, Nathan Waleryszak, Shawn Tooman present.

Absent: Deacon Tim Walters.

Administration: Loretta Coil SJCC Principal, Karly Cross, Sacred Heart Campus Principal, Megan Beaver, BHCS Director of Faith Formation & Discipleship, Melissa Sensmeier, Business Manager

Opening Prayer: Fr. Chris

Minutes from last meeting: Alex Darr suggested some changes to last board meetings. Motion for Approval: 1st: Alex Darr 2nd: Cindy Fought. Motion Approved.

Principle Reports:

Karly Cross, SH- Upcoming interview for a new staff position. She addressed that observations and evaluations of staff are done once a year and walkthroughs are done as needed.

Megan Beaver, Director of Faith Formation- Announced the upcoming March event “Heart to Heart Parenting series: Anxiety, Depression, & Self Esteem”

8th Grade retreats pictures will be posted by Suzy Jenkins.

Still looking for funding for the Retreat Trip and decided to switch to one night instead of 2 nights.

Loretta Coil, SJCC- Invitations for the Scholarship Donor were sent out.

Three job openings were posted this week, she mentioned the need for an updated payscale.

Drama play went well, there was a discussion to possibly update the soundsystem.

Letters of intents were sent and returned, only 2 faculty members will not be returning.

6:35pm: Dismissal of Loretta and Megan.

Discussion of a possible salary increase. Board will review the increased request based on their next year budget figures.

6:43pm: Dismissal of Karly.

Committee Reports:

Marketing, Suzy Jenkins and Cindy Fought: Our new Development Director starts March 25th. FDC started the mail campaign waiting to see donors' responses.

Building & Grounds, Shawn Tooman, Deacon Tim Walters:

The work for the leak in the business manager office and the repair of the ceiling have been scheduled.

Sewer Pipes remains an open issue.

Roof needs to be updated in the near future, next 2 years.

Limestone entry restoration proposals were presented.

Bus#12 - Will be taken to the mechanic and they need it for 3 days. Schedule needs to be set.

Fundraising request for new weights. Board gave the ok to move forward.

Motion for Approval 1st:Shawn Tooman 2nd:Suzy Jenkins.

Finance, Nathan Waleryzak and Melissa Sensmeier:

Alex Darr requested a report of delinquent accounts, Melissa will request that report from Pam Hines.

Budget Rev D was presented. There are a few items to be revised or confirmed.

Parish subsidies

Increase of teachers’ salaries across the board to be decided. A possible rate increase from 5 to 7%.

Custodial expense figures might be overstated.

Salary of new personnel needs to be added.

Investment policy was presented to the board.

Business manager will mail a letter to request a refund on an overpayment made to an employee.

8:45pm: Meeting to Adjourn: Motion for Approval: 1st: Steve Foos 2nd:Cindy Fought Motion Approved. Everyone was dismissed.