**Bishop Hoffman Catholic School**

**Governing Board Meeting**

**Thursday, February 20, 2025 – 6:12 pm.**

**SJCC Irish Room**

Present: Suzy Jenkins, Danielle Macielewicz, Ann Wright, Grant Mercer, Vince Militello, Denny Rectenwald, Shawn Tooman, Deacon Tim Walters and Fr. Matt Frisbee.

Administration: Kim Cope- SJCC Campus Principal, Evelyn Clark-Director of Faith Formation, Melissa Biro- Business Manager.

Absents: Bill Schell, Ashtyn Sebetto-Director of Development, Karly Cross- Sacred Heart Campus Principal and Fr. Chris Kardzis.

Opening Prayer: Fr. Matt Frisbee.

Meeting called to order at 6:15 p.m. by President, Ann Wright. Reviewed last month’s minutes, made corrections on the year date, Denny’s last name and mission statement was updated to the new version: “To reach and teach each student to bring them closer to Jesus Christ, empowering them to positively impact society.” Suzy Jenkins will follow up with Pam Hines in regards the uploading of the Board minutes on our website. Mrs. Jenkins made the 1st motion to approve amended minutes, seconded by Denny Rectenwald. No one opposed. Motion was pass unanimously.

**Building & Grounds:**

* Mr. Tooman went over the scope of work for the New Naderer building. He requested approval to go with Attica Lumber’s quote of $47,850 and issue a deposit check of $2,500. After Attica Lumber receives the deposit, they will release the building drawings, then we will submit them to our engineer. Then our consulting engineer (Andrew Brock from Perrysburg) will review and approve the drawings for an approx. cost of $2,500. There might be additional costs to incorporate engineer’s changes. Mr. Tooman would like to start the process by approving Attica Lumber, Matt Tille Enterprise and the consulting engineer. He mentioned that he might get donations for the concrete work. Mr. Rectenwald inquired about the balance of the Naderer account. Mrs. Biro informed that the balance on the Naderer account is $78,926. However, those funds are for the up keep of the Naderer field. The funds donated for the New Naderer Building are managed and held by Boosters. The balance held by Boosters for this project should be in the $150k. Mr. Tooman will request disbursements directly to Boosters. Deacon Tim Walters made the 1st motion to approve a total expenditure of $150k per estimated donated amount held by Boosters, seconded by Mr. Tooman. No one opposed. Motion was pass unanimously.
* Lintels at SJCCC – Trisco provided a quote for 6 windows for an approx. cost of $51k. Mr. Grant suggested to request a second quote from Kuhns Construction from Attica.
* Mrs. Kim Cope and Ms. Jenny Freeh are working on a pre-Grant process. BHCS was invited to apply, they have submitted the initial request to be considered for application. They wrote a letter stating BHCS needs for up to $1M to repair various areas of our building.

**Principal Reports:**

Mrs. Cope, SJCC:

* Enrollment packets went out. Tuition rates has increased and Tuition assistance awards will be held by a financial aid committee.
* Mrs. Pam Hines is meeting with prospective kindergarten parents on Tuesday February 25th.
* Discussed next year teaching positions. SJCC will be posting about 4-5 teaching positions for the 25-26 school year.
* Vince Militello and Ann Wright will communicate with Mr. Geller in regards to the Athletic Director role and discuss the Board expectations. There is a need to start an early lifting program for our SJCC students.
* Mrs. Cope requested enrollment to ISPD school development sessions of Marketing/Annual Fund webinars for Asthyn Sebetto for a cost of $175/session or a total cost of $895.
* A new salary schedule was approved and school calendar is under review.

Evelyn Clark- Director of Faith Formation:

* On Wednesday May 28th the strategic Plan Retreat will be held at The Pines from 8:30am to 12:30pm.
* On Friday April 4th SJCC Campus will have the visit of Bishop Daniel E. Thomas, mass will be held at 8am.
* All Virtus classes are due March 12th.
* Father David Kidd, Director of the Office of Diocesan Priestly Vocations, came to SJCC campus and met with HS students. Lent is coming and we are getting ready for it.

**Committee Reports:**

**Catholic Identity:**

* On February 2nd the Heart to Heart event had a poor attendance and revaluating what to do in the future.
* Teacher retreat for August 21st 2025. The retreat will be possibly held at the Sorrowful Mother Shrine.
* Staff Quarterly gifts – Committee is still working.

**Finance Committee:**

* The Croghan Colonial bank did a presentation and the Finance committee decided to move investments to an All Cap Model Portfolio with an aggressive 35 bips or 0.35% fee. Denny Rectenwald made the motion to approve the All Cap Model Portfolio, seconded by Vince Militello. No one opposed. Motion was pass unanimously.
* Update authorized signers at Fremont Federal Credit Union. We need to add Kimberly Cope and Karly Cross (school principals) and remove all other names on the accounts that ends in 7107 with member ID that ends xxxxx10, and the account with a member ID that ends xxxxx25 and approved a 9% increase to pre-school tuition. Vince Militello made the first motion, seconded by Deacon Tim Walters. No one opposed. Motion was pass unanimously

Strategic Plan:

Meeting in August with Planning Team to go over what has been accomplished in the 24-25 school year.

Three vacancies: Loretta Coil (former principal), Jessica Duncan (former teacher), and a former student.

In the month of September, the Governing Board will approve the plans for the upcoming school year.

The Governing Board adjourned at 8:25 PM and went into an executive session.