**Bishop Hoffman Catholic School**

**Governing Board Meeting**

**Thursday, May 18, 2023 – 6:45 p.m.**

Present: Suzy Jenkins, Ann Wright, Fr. Matthew Frisbee, Fr. Chris Kardzis, Deacon Tim Walters, Vince Militello, and Tim Luc. Meeting was held at SJCC campus. Later joined Tom Stierwalt and Shawn Tooman.

Absent: Bill Schell and Cindy Fought.

Administration: Loretta Coil-SJCC Principal, Karly Cross-Sacred Heart Campus Principal, Melissa Sensmeier-Business Manager.

Opening Prayer: Skipped since prayer was done earlier at the public board meeting.

**Minutes from last meeting:**

Board minutes from 4/4/23 – No changes were made.

April Board meeting minutes 4/20/23 – No changes were made. Motion for Approval -1st:Vince Militello, 2nd:Deacon Tim. Motion Approved.

Special Board meeting to review Budget (Rev E) – No changes were made. Motion for Approval - 1st:Ann Wright, 2nd:Vince Militello. Motion Approved.

**Principal Reports:**

Mrs. Coil, SJCC –

* The IT Coordinator position has been filled. Former IT coordinator is coming back starting Monday May 22nd.
* Interviewed a new candidate to fulfill the Computer/English teacher position.
* Maintenance position has not been filled. There is an interview schedule for next Tuesday May 23rd.
* Concerns about summer lawn maintenance. There is a possibility of hiring a student to mow this summer.
* Mrs. Vina Position – There is an interview schedule for next Tuesday May 23rd to fulfill the Director of Faith Formation.

Ms. Cross, SH-

* Still looking for two - 5th grade teachers.
* Help in July is needed. All carpets are going to be shampooed. – Football coach will have the boys volunteer to move furniture. Ms. Cross will email the dates.

**Committee Reports:**

**Enrollment coordinator:** Reports were submitted by Mrs. Hines. Concerns discussed regarding maintaining enrollment numbers discussed extensively.

**Finance Committee, Nathan Waleryszak:**

* Reviewed budget figures. Used current enrollment figures and decided to increase our budgeted 23-24 revenues taking in consideration possible increases in the income threshold making possible for more families to qualify for the EdChoice program.
* Included the Director of Faith Formation salary on our budget for next year. Melissa will email a revised version with those changes to the finance committee.

**Marketing, Suzy Jenkins and Cindy Fought:**

* Organizing a 5k running event in honor of a former SJCC student Paige Russell.

**Catholic Identity Committee, Tom Stierwalt:**

* Mr. Stierwalt requested $5,000 to be transfer from the General fund to the Catholic Identity Committee to cover for retreat expenses such speakers, catering and miscellaneous. The only deposit made into this account during this school year was $2,000 from St. Casimir grant.

**Building & Grounds, Shawn Tooman and Deacon Tim Walters:**

* No news reported.

**Other items:**

Charitable university event – Attendees to this event were Mrs. Coil, Ms. Cross, Ms. Sensmeier, Ms. Freeh and Mrs. Jenkins. Discussed the importance of check and balances, registration as a charitable organization with different regulatory agencies, different licenses to different charitable events, etc.

Basketball coach interviews on Tuesday May 23th at 3pm

Next meeting is to be schedule June 15th at 6pm.

8:06pm Mr Tooman made a motion to adjourn the meeting. Mrs. Coil, Ms. Cross and Ms. Sensmeier were dismissed.