BHCS Governing Board Regular Meeting, November 18, 2021

Present:

Tim Luc, chair, Fr. Michael Roemmele, Nate Waleryzsac, Fr. Krzysztof Kardzis, Cyle Stull, Cindy Fought, Tom Stierwalt, Alex Darr (via phone), Steve Foos, Loretta Coil, Karly Cross, Megan Beaver

Absent: Tim Walters

Fr. Michael let the board in an opening prayer.

The October meeting minutes were reviewed, and Nate motioned to approve the minutes. Cyle seconded the motion, and the motion carried.

Loretta Coil SJCC update –

* Vaping sensors working, sometimes alarming frequently.
* Having to enforce masking rules, warnings, and discipline for students required to wear masks because of positive exposure.
* Student discipline is a problem and major consumer of Loretta’s time. Discussion about assigning a staff member as dean of discipline.
* MAP, RIT, and SAT scores presented, and results are average. Loretta stressed the need to improve our effectiveness.
* Loretta personally observed every SJCC teacher in the classroom and is strategizing with the teachers for more effective practices.
* Lesson plans once again required for her teachers.
* Loretta asked the board for guidance administering the 9-week student probationary period. She conveyed several current situations where students are not upholding expectations and described the help afforded to these students. In some cases, the student is improving and will be allowed to remain in the school. In other cases, the student is not embracing the help offered and not showing any improvement. A composite scoring system is in place to objectively quantify student progress. Loretta is making every effort to stay in close communication with the student and parent/guardian throughout the process. The board recommended an exit interview with the student and parent/guardian when being notified of un-enrollment.
* Managing this process is a major consumer of Loretta’s time and resources.
* Accessibility of the SJCC auxiliary gym was discussed. Evidentially the parking lot replacement changed the entry elevation and now an access ramp might be required.
* Discussion over the need, or lack thereof, for an additional floor scrubber. Some staff members suggest that the unit we own is serviceable and we do not need another scrubber.
* Discussion about office staffing needs, both current and future considerations, and succession planning for eventual senior staff retirements.
* Bill Burkett planning to retire after this school year.
* Discussion of teacher pay and replacement cost of high seniority teachers when retirements begin. Better to start planning and budgeting for the future.
* Security update – PTO generously paying for the replacement of several doors based on security upgrades recommended by FPD.

Karly Cross – Sacred Heart Update

* Awarded a grant for mental health professional on site two full days per week. The grant only covers this year and needs to be revisited for next year.
* Re-assessing physical education teacher and student contact time. Of the opinion that students need more PE time.
* Karly asked for official class size limits in light of mid-year applicants for already full sections.
	+ From the Nov 2019 board minutes:

“Anthony said all classes K-8 should be capped at 50 except for the two current classes that are larger, they would be grandfathered in. Pam voiced some concerns over current families and the cap. Alex made a motion to cap K-8 classes at 50. Fr. Michael seconded it, and all approved.”

* Karly, Loretta, and Megan attended a two-day diocese led Principals’ meeting.

Discussion of Student Handbook Addendum:

* A handbook addendum was presented from a diocese approved source that included sections about: Non-discrimination Statement, Parents as Partners, Parents Role in Education, Buckley Amendment, Responses to Intervention, Confidentiality, Christian Due Process as Related to Suspensions and Expulsions, Mandatory Reporting of Abuse or Neglect, Detention Policy, Tardy Policy, Vaping/Smoking and/or Tampering with Vaping Sensor.
* Discussing took place about the Due Process for Suspensions and Expulsions section, item #4. A motion was presented to approve this document as an addendum, contingent upon editing item #4 to state that appeals are made to the Head of School, or the Governing Board in the absence of a HOS.
* The motion was made by Nate, seconded by Tom. All physically present voted yes. Alex abstained due to not being able to see the hard copy of the proposed addendum.

Discussion of Job Postings:

* HOS, Director of Development and Alumni Relations, and Business Manager positions are posted on several sites. It was discussed and agreed that they should be posted to the BHCS site. Tim Luc to send the descriptions to the school office. Fr. Krzysztof said the diocese of Toledo has a page for posting but it is overloaded with openings already.

Discussion of Outside Development Program:

* Through a mutual contact, Steve was introduced to Dan Eddingfield, who specializes in consultation to Catholic schools for the setup of sustainable development programs. Dan offered to visit BHCS for ~1.5 hour meeting to get acquainted with each other and discuss options he can offer. He indicated a flat fee structure rather than a percentage of receipts. There was no board opposition to continuing the conversation with Dan and Steve will try to schedule a meeting the week after Thanksgiving.

General Discussion:

* Discussion of the Annual Fund was tabled until we can meet with Dan or until someone volunteers to lead it this year.
* Discussion of Mrs. Root’s request for non-mandated accommodations suggests that no action is needed on the part of the board at this time.
* The latest collaborative draft of a response to Mrs. Ottney was read aloud and agreed upon as appropriate and will be sent as written.
* Discussion of a response letter to Scott Knisely concluded to keep it to the facts and provide closure to him and this situation.
* Additional discussion took place about closure for the art teacher accused of wrongdoing but found without cause. Karly will draft a letter to provide closure and a copy will be filed along with the investigation records.
* On the topic of letters of support, it was suggested by Fr. Krzysztof that the board write a letter of thanks and support to John Connel both for the significant contributions he made to the board last year, and in condolence for the public abuse he and his family suffered at the suggestion of a disgruntled alumni. Steve volunteered to draft a letter.
* The Voice was discussed at length and Loretta does not think there is enough available teacher or staff time to take this on as a team within their normal hours. A stipend was discussed of $500 per issue for the content creator and $250 per issue for the layout and formatting person. Loretta has specific teachers in mind for this and will approach them with the idea.
* Loretta & Karly reviewing drafts of a staff handbook for issue next school year.

Megan Beaver Update –

* Lenten penance services are scheduled for both campuses.
* The Catholic Identity Committee is active, pocket crosses are being distributed. Other goals being discussed.
* A generous $6000 donation was received from Walters Boiler Works earmarked for faith formation initiatives.
	+ One idea is to pilot a theology of the body program in one elementary grade and one junior high grade.
	+ A school wide program would cost $7000 and if the pilot is successful, Fr. Krzysztof suggested soliciting the area parishes for some support to share in the investment.
* Megan alluded to student and parent push-back on specific teachings of Catholic doctrine and associated curriculum around hot button societal topics and the change from Kairos to Damascus for the senior retreat. Megan is using these as opportunities to explain and affirm the church’s position on hot topics and engage the students in active dialog. Fr. Krzysztof affirmed that opinion has no place in the teaching of Catholic doctrine. While students are entitled to their own opinion, we cannot teach with opinions contrary to the teachings of the church.
* Megan discussed an idea for a parent/guardian faith formation series to help engage faith formation in the home.
* On the subject of hot button topics, Cyle presented an excerpt from another Catholic school student handbook with transgender policy. Loretta informed that this policy is currently in our student handbook and is diocese approved.

Committee Reports –

* Discussion of timing of the CIC meeting minutes, revision, and subsequent approval.
* Pam was a no-show at the last Finance Committee meeting. Finding a replacement or interim Business Manager is high priority. Nate and Steve are following up on leads as names are surfaced but so far no one is willing or available. Nate meeting with Robert Half organization for placement options.
* Buildings & Grounds suffering ongoing issues of independent projects not funneling through defined channels.
* Pre-K lighting quote seems high and needs clarification but timing of the ceiling project is tight.
* Nate has a contact that is willing to assess our overall maintenance situation and potentially establish a written preventive maintenance plan and schedule. The cost of his service is not yet determined and Nate will work on scheduling building walk throughs with Chris and Bob at SH Campus and Anthony at SJCC campus.

Public Update Letter –

* At the November 9 meeting, those present discussed the need for a letter to update the public on the state and progress of the school system. Nate and Steve agreed to begin drafting a letter for review at the next regular board meeting.
* The idea was subsequently dismissed, and it was suggested by Fr. Roemmele that the Voice is the proper route for public updates.

Motion to adjourn made by Tom and seconded Cyle, motion carried.