**Bishop Hoffman Catholic School**

**Governing Board Meeting**

**Thursday, January 16, 2025 – 6:00 pm.**

**SJCC Irish Room**

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

Administration: Kim Cope- SJCC Campus Principal, Evelyn Clark-Director of Faith Formation, Karly Cross- Sacred Heart Campus Principal, Melissa Biro - Business Manager, Ashtyn Sebetto-Director of Development.

Opening Prayer: Fr. Chris Kardzis.

Meeting called to order at 6:05 p.m. by President, Ann Wright. Reviewed December’s minutes. Vince Militello made the motion to approve. Seconded by Suzy Jenkins. No one opposed. Motion was pass unanimously.

Mrs. Ann Wright welcomed our new Development Director Ms. Sebetto a graduate from Old Fort and Kent State University with major in Marketing and minor in Psychology.

**Principal Reports:**

Ms. Cross, SH

* New floor mats arrived. Gym was painted and stage curtains will be installed tomorrow.
* Getting ready for Catholic School Week.
* Upcoming Service Project will be collecting funds for the Wildfire in LA – Catholic Charity.

Mrs Cope, SJCC:

* New student is starting next week.
* Getting ready for Catholic School Week and doing the Catholic Charity for the wildfire too.
* Wednesday all school rosary – Pray for the Nation.
* Curriculum alignment is led by Mrs. Schell. Stipends will be provided for teachers for working extra hours during the month of June. Stipends will be covered by Tittle funding.
* Teachers’ letters of Intent will go out February 3rd.
* On January 24th Senior project event will be held, all judges are set in place.
* Sandusky County is doing a promotional video, in which our school might participate at no cost to us.

Evelyn Clark- Director of Faith Formation:

* Proposed an onboarding system for new upcoming students. Our goal is to introduce them to our school culture and Catholicism. Next year we are looking to offer a class with a video series of 14 parts for our new students.

**Committee Reports:**

**Building & Grounds:**

* Meeting is scheduled for next Tuesday January 21st 2025. Mr. Tooman asked for approval to go ahead start signing Purchase Orders on the Naderer Project. Project is fully funded with donation and grant monies outside the school. Mrs. Jenkins requested that after quotes are received, to email the Board to keep everyone informed so POs can be approved via email.
* Sacred Heart Pre-school building heat will be checked by Deacon Tim.

**Catholic Identity:**

* Meeting was held Tuesday January 14th. Heart to Heart event will be held on February 2nd in the Irish Center at 3pm. Guest Speaker Dr. John Wood will discuss TOBET and the main topic is “The Body Matters.” Refreshments will be provided.
* Staff Quarterly gifts – Committee is still working.
* Annual Staff Retreat date is schedule for August 21st 2025. The retreat will be possibly held at the Sorrowful Mother Shrine, but it hasn’t been confirmed.

**Finance Committee:**

* Meeting is scheduled for next Tuesday January 21st 2025. Tuition is expected to increase by 9% and Financial Aid distribution is subject to change based on SGO funding for next 2025-2026 school year.
* Mr. Rectenwald went over the agenda of the upcoming February 5th 2025 meeting. He mentioned there is about $200k in pledges before the meeting. He submitted a request to transfer some funds from the Yeager endowment to this new Classroom Endowment fund.

The Governing Board adjourned at 6:49 PM and went to executive session.