

# Bishop Hoffman Catholic School

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*To reach and teach the Mind, Body, Heart and Soul of each child to bring them closer to God*

Bishop Hoffman Catholic School

Governing Board Meeting

Thursday, September 21st, 2017

Attendees: Dr. Mark Hoelzle, Chair, Darcy Woolf, Vice-Chair, Todd Drusback, Otto Gonzalez, Tim Luc, Cyle Stull, Bill Keating, Fr. Michael Roemmele, Fr. Kyzystof Kardzis, Steve Foos, Karen Darr

Administration: Dave Perin, interim superintendent, Ann Whitfield SH campus principal, Fr. Nathan Bockrath, chaplain, Pam Snell, business manager

Opening prayer: Mr. Perin, 6:00pm

Review of August minutes. 1 correction made on name misspelling. Bill Keating made motion to approve corrected minutes, Cyle Stull seconded. Minutes approved.

Executive Committee: Mark gave summary of meeting including informing the board that SJCC has been named as a beneficiary in a will. The assets are held up in loans/land currently and the diocese is working with the other beneficiaries for a cash settlement.

Catholic Identity: Fr. Nathan informed the board that if there were any specific goals other than those mentioned in the monthly minutes, to send those to him. Discussion was held regarding some concerns from the community regarding the Sunday/Holy Day policy for sporting events, specifically the concerns of the parents in grades 4-6. Fr. Nathan reminded the board that policy is specific for grades 7-12, yet the facilities for all of BHCS are affected. Fr. Nathan questioned the board if they would want the Catholic Identity committee to look at extending the policy for PreK-6. No decision was made.

Finance: Discussion held on debt collection. No money has been collected as of yet on the families sent to collection last spring. Concern rose when reviewing the financial statements about seeing a breakdown in the accounts receivable. Darcy Woolf made a motion to re-assign debt to collections for families no longer in school system with the expectation of a report to the board of classification of monies reassigned. Fr. Kris seconded. Motion passed unanimously.

Building and Grounds: Steve forwarded the original policy from the consolidation outlining capital improvements and responsibilities from the school and parishes. Some members of the board felt that the policy needs revisited. Discussion also held regarding a need for the Finance Committee to create a spending policy. Bill Keating will be investigating policies to present to Finance and the Board in October. The board also discussed generating a repair check list and updating this list routinely.

Superintendent's report: Thank you notes are being sent to contributors for the beautification of Sacred Heart Campus. Enrollment is at 431. During diocesan visit for audit preparations, recommendation was made for a business clerk, currently someone is working extra hours to fulfill this need, allowing Pam

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Snell to work on non-clerical tasks for the system. Education program on sexting will be coming for students 9-12.

Principal's Report: Mrs. Whitfield noted that the 2 new teachers are fitting in nicely. The open house went well. A DARE officer will be coming into the 6<sup>th</sup> grade.

Mark presented a review of BHCS's history of building utilization including the Cropper Report, idea of moving preschool building and the AD Hoc Committee. Copies of the complete Ad Hoc committee were handed out. Mark made a recommendation to the board to develop policies on minimal class size and a wait list to help guide the administration in efficient building utilization.

Motion to adjourn by Bill Keating, seconded by Steve Foos.

Meeting adjourned 7:41 pm

Submitted,

Mark Hoelzle MD