

Bishop Hoffman Catholic School
Governing Board Minutes
May 14, 7:00 p.m.
SJCC Gym

Members present: Pat Militello, Vince Militello, Elaine Rosengarten, Mary Yeager, Denice Hirt, Brad Culbert, Kathy Stierwalt, Amy Salazar, Anne Marquis, Fr. Mike Zacharias, Tim Cullen, and Bob Dulaney

Members absent: Fr. Ken Lill

Meeting was called to order at 7:02 p.m.; Fr. Mike Zacharias began with a prayer.

Mary Yeager made a motion to approve the minutes from April 19, 2012, Brad Culbert seconded; all approved.

Pat Militello, Board President, welcomed everyone to the second annual public board meeting. Pat introduced the 11 members and explained that the board is comprised of the two Pastors, two members appointed by the Pastor of each parish and one elected by each parish.

Reports

Executive Committee-Pat Militello

- Meets with the Superintendent on the Friday before a board meeting to set the agenda.
- Facilitates communications with the Diocese.
- In the beginning this committee handled many of the day-to-day operations of BHCS but is now able to focus on strategic planning.
- Will begin work with a diocese-hired consultant to strengthen the governance structure of the consolidated schools in the Toledo Diocese.

Finance-Elaine Rosengarten and Bob Dulaney

- Recommendations were implemented and a balanced budget was submitted last year.
- Financials are in line with projections for this year-end.
- The 2012-2013-budget plan was presented to the board in January and approved, waiting on Diocese approval.
- Registered families will receive a statement showing tuition due, registration paid, and any tuition assistance or scholarships received.

Catholic Identity-Anne Marquis

- Goal is to form a Pastoral Team with members from all three campuses. This team will plan retreats, service opportunities, and liturgical seasons.
- Hoping for better communication between parishes and campuses when the campus minister is in place.

Marketing-Denice Hirt

- BHCS has a Facebook page and mobile app.
- The websites are updated daily.
- The Sacred Heart and St. Joseph campuses have one combined weekly newsletter.
- Parish bulletins have one or two pages dedicated to BHCS.
- Weekly updates are e-mailed.
- Check Us Out day was a success as was the pre k – third grade spirit club.
- A printed literature piece is in process.

Facilities-Vince Militello

- Looking at three-five year projections for all three campuses.
- The Share Center roof repair is complete and the basement windows will be finished in June.
- The front entrance steps at Sacred Heart campus will be replaced this summer.

Superintendent-Tim Cullen

- Thanked Fr. Mike for his commitment to and support of BHCS.
- Thanked everyone in attendance for support, prayers and spreading the story of BHCS.
- Telling the BHCS story accurately so correct information is being communicated is very important.

- BHCS can celebrate the following successes: Ipad Tech Cohort, Excell Club, NASA artwork program, Check Us Out Day, Each-One-Reach-One tuition incentive program, International Student Program, Peterson Scholarship Program, strong relationship with the Diocese, and a dedicated faculty and staff.
- The walk-a-thon raised over \$10,000 for tuition assistance.
- A consolidated calendar for all three campuses will be in place for 2012-2013.
- A central registration is in process and will have hours available all summer.

Pat opened the floor for questions.

Q. Why did parents receive a very short notice that extended daycare at St. Joseph Campus was being cancelled, followed by a survey asking if you used the after school day care?

A. Tim Cullen apologized for poor communication and will meet the concerned parent.

Q. Was the school financial report on the website? Will there still be the combined position of Superintendent/ SJCC Principal next year? And thanked the Board for holding the meeting on an evening when there were no SJCC athletic events.

A. Pat Militello responded that the financial report was in the parish bulletins and the winter issue of the Voice. The combined Superintendent/Principal position will be evaluated on a year-to-year basis as will the one K-8 Principal position.

Anne Marquis made a motion to adjourn, Elaine Rosengarten seconded; all approved.

A motion was made by Kathy Stierwalt to allocate \$120,000 of the 2011-2012 carry-over monies be used as follows: \$40,000 to repay debt to the endowments, \$40,000 for tuition assistance, and \$40,000 for capital improvements for the 2012-2013 school year budget. Vince Militello seconded the motion; and it was approved unanimously.

Respectfully submitted,
Susan Berryman