

BHCS GOVERNING BOARD MINUTES
THURSDAY, NOVEMBER 20TH, 2014 | 6:00 P.M.
SJCC MEDIA ROOM

IN ATTENDANCE: Brad Culbert, Todd Drusback, Bob Gabel, Denice Hirt, Dr. Mark Hoelzle, Father Ken Lill, Patrick Militello, Kay E. Reiter, Roy Wilhelm, Father Mike Zacharias

ALSO IN ATTENDANCE: Superintendent Tim Cullen, Elementary Principal Cathy Krupp, Meeting Recorder Angie Halbeisen

The meeting was called to order at 6:00 p.m. by Kay E. Reiter, BHCS Board Chair. Father Mike started with an opening prayer.

Welcome and Introductions: All the board members introduced themselves to Cathy Krupp.

Minutes: A motion was made by Brad Culbert to approve the minutes of the October 16, 2014 Board Meeting. Bob Gabel seconded the motion. The minutes were approved.

Enrollment Data, Policy & Procedures Report: Cathy Krupp made a presentation to the board which included current enrollment data, past enrollment trends, and the procedures utilized to reach out to our families who chose to not re-enroll for the 2014-2015 school year. 67% of the families were successfully contacted via telephone, face to face, or email contact. Reasons cited included: 9 students left the district, 2 students required further intervention for special needs, financial needs. A suggestion was made to reach out to the families as the 2nd semester approaches and possibly include other faculty/staff participation. Many ideas were generated by the board and Tim & Cathy will create an action plan to be presented to the board at a later date.

Ad Hoc Building & Grounds Committee Update: The agenda for the December 1, 2014 Stakeholders meeting was reviewed. After the December 1st meeting, the committee will meet again and their final presentation will be made to the BHCS Governing Board at the December 18, 2014 regular board meeting at the Our Lady of the Pines Retreat Center. The Board also reviewed the invitation for the December 1st meeting and it will be sent via regular communications to all our stakeholders including bulletins, website, and email.

Standing Board Committee Reports:

- **Catholic Christian Community & Identity:** *Dr. Mark Hoelzle, Chair*

There was not a November meeting. A Mass participation survey is in its final stages with a completion date expected prior to Christmas break. Mark reviewed the report distributed at an earlier meeting regarding the Notre Dame's Catholic Identity inventory of BHCS. Several commendations, recommendations, and weaknesses were discussed. Recommendations included implementing continuing education requirements for our

religion teachers which is being addressed through the Notre Dame RISE initiative as well as adding more service learning opportunities for our students. There was much discussion held on the importance of faith in our school community and how we can better promote parish participation from our families.

- **Executive:** *Kay E. Reiter, Chair*

The committee report of November 13, 2014 was emailed to the Board.

- **Facilities:** *Roy Wilhelm, Chair*

The committee report of November 12, 2014 was emailed to the Board. Highlighted were the favorable testing results from our buildings and the need to keep on top of the conditions to keep them positive. There will be no December meeting.

- **Finance:** *Patrick Militello, Chair*

The committee report of November 18, 2014 was emailed to the Board. Questions generated at the meeting were emailed to the interim business manager. The parishes have requested enrollment counts be sent in October and early spring in order to verify parish enrollment.

- **Governance:** *Todd Drusback, Chair*

The committee report of September 22, 2014 and November 19, 2014 was emailed to the Board. The committee generated two names to approach for representation from St. Ann's Parish. The process they used was discussed which was viewed as favorable by the Board. The next meeting will focus on potential candidates from both St. Joseph and Sacred Heart Parishes.

- **Marketing:** *Denice Hirt, Chair*

The committee report of November 6 was emailed to the Board. All local parishes will be participating in the marketing campaign. Three boards are completed and we are waiting for the final boards. We will be participating in a new marketing promotion (former Welcome Wagon).

- **Superintendent's Report:** *Tim Cullen, Superintendent*

Tim reminded the board of the Tony Melendez concert to be held on Monday, November 24. An evacuation chair has been acquired for our disabled student's use during an evacuation. The faculty and staff received training in the use of the chair as part of their professional development day. BHCS has been invited as a league member to join the newly formed SBC (Sandusky Bay Conference) River Division. Discussion was held on Holy Days/ Sunday participation in athletics. Members of the board will meet with Gary Geller to discuss possible recommendations and will report back to the board at a later meeting. The newly formed Student Leadership Team has begun meeting and are generating idea to make the students feel more connected. The Digital Media/Video Announcement system is working very well. A green screen has recently

been added to the program. Fremont was recently awarded the Hometown Competitive Community Grant in which Tim will lead the Youth division.

Open Business Items:

- Pamela Snell has been hired as the business manager and will start on November 24, 2014.
- Father Eric has received the Chaplain's job description and will be having discussions with the parish priests to further fine-tune the document.

The meeting was adjourned at 8:19pm.

**NEXT BHCS BOARD MEETING:
THURSDAY, DECEMBER 18, 2014 6:00PM
OUR LADY OF THE PINES RETREAT CENTER**