

Bishop Hoffman Catholic School

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

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Governing Board Meeting

Thursday, Oct. 15, 2020

Present: Darcy Woolf, Steve Foos, Fr. Michael Roemmele, Cyle Stull, Alex Darr, John Connell, Greg Streacker, Nate Waleryszak, Tom Stierwalt, Tim Luc, Fr. Chris Kardzis present. No one absent.

Administration: Pam Snell, Business Manager, Ann Marie Pumphrey, Head of School.

Opening Prayer: Fr. Michael

Review of September, 2020 meeting minutes. Motion to approve minutes by John, with Darcy having seconded. All approved.

Old Business – Fr. Michael brought up that it was discussed in August that the Catholic Identity Committee should be open to anyone including parents. (left off of August minutes). If people want to help, they should be allowed to be involved. Fr. Chris said that the Theology Dept. faculty member should not be on the committee and it has been discussed three times already. Ann Marie said that Catholic Identity will be discussed at the accreditation meeting next week and if we should table it for now. Alex asked if the board put someone on that committee? The answer is yes. He asked to take a vote that only non-Theological teacher can be on the committee. The bylaws say employee of BHCS or parishes cannot be chair. With that, Fr. Michael made a motion to approve the Theology teacher being on the committee. Darcy 2nd it. Fr. Chris then resigned from the Catholic Identity Committee reminding Fr. Michael that he would now have to be the priest on the committee.

Cyle said that since the bylaws need to be redone are we setting a bad precedence by having an open-door policy. Alex asked Tom if Catholic Identity opposed having the Theology teacher on the committee. He noted that there is already a high school representative and two serving would make the committee high school top heavy. Ann Marie asked if there is a term limit to serve or should they rotate. John made a motion to table discussion. Tom second it with all approved. Tom will be talking to his committee.

HOS Presentation – The Connectivity grant good through Dec. 21st will be used for high risk students and those that need to be quarantined. She will continue to work on the FEMA grant. The diocese said to avoid it due to the red tape but other than that gave no viable objections. The lunch program will be adjusted to 5 days a week come 2nd quarter.

The Blue Lake Charter amount from spring for the Senior class trip will be used for the Kairos trip and the balance refunded. She would like to make the auction a line item on the general ledger. She is also applying for a mental health grant which would provide our own mental health specialist through Fremont City Schools.

Ann Marie continues to reach out to alumni/donors. Tom Leite agreed to be the honorary chair the Annual Fund.

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Finance – Pam explained the disbursements of the SJCC Endowment. She will be looking for a better rate of return on investments. It is important that the accounts are reconciled twice a year. A summary will then be sent to the donors.

Enrollment – 2 preschool students have left. They left because we could not offer them the help they needed. There are now 58 preschoolers. The delinquent tuition amount is \$11,668 consisting of 19 families.

Ann Marie would like to set up an Investment Advisory Board to discuss investing options.

The cleaning company Sparkle and Shine are going to be installing automatic hand towels and uniform soap dispensers in both campuses. This should cut down on expenses.

As far as the PPE loan – still waiting on the forgiveness paperwork.

Development – Angie is busy working on the CEDF Raffle, Annual Fund, Voice, and putting together the Business Package. She is to get additional quotes on the signage.

Marketing report – 6000 Annual Fund appeals mailed out. Due to bulk mailing, some have yet to be delivered. So far, \$9,275 have come in along with \$1,200 in pledges in one week. The phone calls that have been made by the board members is yielding results.

Ann Marie would like to do something called the Crimson Connect similar to what SMCC is doing consisting of emails with school information.

Buildings and Grounds – All drinking fountains are working and the freezer has been installed at SJCC. Sacred Heart's new maintenance person seems to be a great addition to the staff.

Warner Mechanical quoted a price of \$2,000 to take care of some leaky pipes at SJCC. Ann Marie is working with Vanguard teacher about using our two students to make a wall in a faculty room and in the "family silo".

Principal Reports - Ann Marie said there are no COVID cases but there has been some quarantined due to exposure. Next quarter students will be going to school all 5 days continuing to follow protocol. If a student is to remain online, they must have a doctor's note.

Adam said Map Testing is completed. Fr. Michael asked if the Board could get a snapshot of results of along with the ACT tests etc.

Mike said that conferences will be virtual Nov. 11 & 12 and no classes on the 13th. Midterms went out the week before to all students receiving a D or an F.

Pre-K – The area that was just painted before school started, the paint is not sticking. They will have face-to-face conferences in November.

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John talked about the Annual Fund and a new concept of “family bundles”. Recruit a member of a large family to be the Annual Fund spokesperson for the family by contacting them to donate.

Catholic Identity – The three parish reps were approved.

New Business – The personal change on the football coaching staff was discussed. Ann Marie said all employees need to uphold the BHCS image and that protocol was followed. Darcy asked why parents were not notified in a timely manner. Ann Marie said that the football parents were notified the following day.

Darcy made a motion to adjourn the meeting with John 2nd it. All approved.