

Bishop Hoffman Catholic School

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, August 16, 2018

Present: Darcy Woolf Chair, Todd Drusback, Steve Foos, Tim Luc, Cyle Stull, Otto Gonzales, Bill Keating, Tom Stierwalt, Fr. Michael Roemmele, Fr. Chris Kardzis

Absent: Fr. Nathan

Administration: Anthony Fontana-superintendent, Dave Perin-Interim Principal, Pam Snell-Business Manager.

Opening prayer: Fr. Chris 1800 hours

Review of June 2018 minutes. Tim Luc- motion to approve minutes, Fr. Chris- seconded. Minutes approved.

Committee Reports:

Executive Committee: Copies of minutes provided via email prior to meeting.

Marketing: No report

Buildings & Grounds: No report

Finance Committee: Bill Keating reiterating the need to receive financial reports sooner to facilitate adequate review prior to Board Meeting. Discussion ensued, stating that the reports are sent to the Finance Committee earlier, why can't the reports be sent to the Board at the same time? General review of financials. Discussion of lack of members/participation in Finance Committee.

Pam Snell to send out financial reports to Board members at the same time that she sends them to the Finance Committee from this point forward.

Pam to add line items for Good Shepherd Grant and Discipleship Grant and restructure Tuition Line items for future bookkeeping processes.

Pam to also to include ASP monies in the Cost to Educate calculation moving forward.

Pam stated that the tuition spreadsheet will be ready next month once the EdChoice monies come in.

Catholic Identity Committee: No report.

Head of Schools: Much of report covered in Executive Committee meeting minutes. Enrollment currently at 433. Possibly more additional coming. Budget Based on 442. Discussion as to why the budget has been based on more students than we have been enrolling? Dave Perin will be the current principal at both campuses until permanent replacements are found.

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High School Principal:

Sacred Heart Principal:

Agenda items:

Review of draft of new Student Handbook. The Handbook will not be approved at this meeting due to the amount of updating needed prior to approval. Send any recommendations to Darcy.

Anthony to review Handbook and make changes. He will review with the Board after disbursement.

-Discussion of tuition for homeschooled and Vanguard students. ***Pam Hines to gather tuition policies for non traditional students from other area Catholic Schools for review at next meeting.***

-Discussion on incentivizing Development Director and Enrollment Coordinator positions. ***Anthony to address moving forward.***

-Discussion on buildings/space needs/moving of Pre-K. ***Anthony to address moving forward.***

-Discussion on changing Board meetings to every other month. Motion by Bill Keating to do same, with meetings on following dates for the upcoming school year: (2018) September 20, November 15, (2019) January 17, March 21, and May 16. Motion seconded by Fr. Roemmele. Motion passed.

-Vice Chair position discussion. Nomination of Steve Foos for Vice Chair position by Fr. Michael Roemmele, seconded by Otto Gonzales. Motion passed. Mr. Foos agreed.

-General discussion of Committee reports being sent to Board members in a timely manner.

Motion to adjourn by Fr. Chris, seconded by Bill Keating. Passed. Adjourned @ 1845 hours.

Items Requiring Action:

Pam to send out financial reports to Board members at the same time that she sends them to the Finance Committee from this point forward.

Pam to add line items for Good Shepherd Grant and Discipleship Grant and restructure Tuition Line items for future bookkeeping processes.

Pam to include ASP monies in the Cost to Educate calculation moving forward.

Pam to send the tuition spreadsheet next month once the EdChoice monies come in.

Pam Hines to gather tuition policies for non traditional students from other area Catholic Schools for review at next meeting.

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Anthony to review Student Handbook and make changes. He will review it with the Board after disbursement.

Anthony to address incentivizing Development Director and Enrollment Coordinator positions moving forward.

Anthony to address buildings/space needs/moving of Pre-K moving forward.

Next meeting is Thursday September 20, 2018 at 1800 hours

