

Sandusky Central Catholic School  
Board of Directors  
Regular Meeting  
September 21, 2016

**Present:** David Harrison, Jen Lippus, Matt Maschari, Duff Milkie, Kathy Morrow, Carla Pelz, Father Joe Steinbauer, and Julie Youskievicz

**Ex Officio:** Father Michael Roemmele (Vicar)

**Guests:** Paula Roth (Principal PK-5), Tad Windau (CFO)

**Excused:** Julia Colavincenzo, Chris Kolar

The evening began at 6:00 in the Panther Performance Center with an open forum for concerned stakeholders. There were no attendees.

The regular meeting was called to order at 6:03 by Duff Milkie and Julie Youskievicz led us in prayer to begin the meeting.

### **Principal's Report-Paula Roth**

- Update on time allotment for special education tasks and a plan for allotting space for the STEM program.
- Each K-5 room now has a "room mother" and additional volunteer parents to assist with classroom activities and coordinate communication.
- There was a question regarding the monthly 2-hour delay schedule for teacher professional development that was instituted this year. Father outlined the topics he has planned for these days. It will be evaluated based on feedback received.

### **CONSENT AGENDA ITEMS:**

A motion was made to accept the minutes of the August 31, 2016 Board meeting with minor corrections. This motion was seconded and unanimously approved.

### **Committee Reports:**

- 1.) Finance-David Harrison, Chair
  - Discussion on tuition receivables and boiler operation.
  - Stewardship presentation confirmed for Wednesday, October 19, 2016.
- 2.) Catholic Identity-Kathy Morrow, Chair
  - No report.
- 3.) Advancement and Development-Jennifer Lippus, Chair
  - No report.
- 4.) Programs-Julie Youskevicz, Chair
  - 6 teachers will serve on the BLT (Building Leadership Team); 1<sup>st</sup> meeting in October.
- 5.) Human Resources-Carla Pelz, Chair
  - Proposed 2 new members for the HR Committee: Jamie Evans and Kelly Gill. Shared their applications with board members. Motion made by Julie Y. to accept them, seconded by Kathy Morrow. Unanimously approved.
  - Father Michael will have Jillian update the "Application for Board Standing Committee".
- 6.) Facilities and Transportation-Chris Kolar, Chair

- No report.

7.) Governance-Julie Colavincenzo, Chair

- No report.

### **CFO Report, Tad Windau**

- Discussed current financial outlook; positive balance.
- Outlined number of families without kids in the school currently that have a balance.
- Reviewed tuition policy and consequences for non-payment. Finance Committee will review.
- Working on 3-5 year financial forecast.

### **Vicar's Report, Father Michael Roemmele**

- Received a new van through a grant.
- Received a large donated gift for a middle school STEM lab.
- Received a large bequest from the Mylander Trust for tuition assistance.

### **New Business:**

- Discussed an Elementary School Leadership Transition Plan. Denny and Paula will develop their vision for this with assistance from the Programs and HR Committees. The plan will, then, be reviewed by Father Michael and, finally, presented to the Board.
- Discussed new part-time Assistant AD/Facilities position. Father Michael will outline the factors associated with this new hire and distribute to Board members. Question regarding certifications needed.
- Father Michael communicated the status of the Annual Report. It is being prepared for publication and should be coming out in October.
- Discussion on the Current Status Report to the Bishop and mandatory filing.

### **Old Business:**

- Discussion on President's position (job description, title, posting). We will review similar positions. Any comments or feedback should be sent to Duff by next Wednesday, September 28, 2016.

An Executive Session for Board members was convened.

Correspondence received from a stakeholder was discussed. Carla will contact the appropriate administrator for an update on the issue and, then, provide a response.

The meeting was closed in prayer by Father Joe.

Respectfully submitted,

Carla Pelz  
Secretary, SCCS Board of Directors