**Sandusky Central Catholic School**

**Board of Directors-Regular Meeting**

**September 16th, 2015**

Present: Fr Michael Roemmele, Duff Milkie, Rob Kaftan, Mary Murphy, Carla Pelz, Chris Kolar,and Julia Colavincenzo.

Guests: Chris Knight (Senior Director of Catholic Education for the Diocese of Toledo) Dennis Antonelli (Principal grades 6-12), Paula Roth (Principal PK-5) and Tad Windau (CFO).

Excused: Fr Joe Steinbauer, Julie Youskievicz, and Jen Lippus

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 6:15.

Fr. Michael led us in prayer to begin our meeting.

Chris Knight traveled from Toledo for our Board meeting to provide an overview of Bishop Thomas’ vision for Catholic education and diocesan reorganization based on the assessment of diocesan services that began under Bishop Blair. Chris now oversees all catechetical educators (PSR, homeschooling families and Catholic schools). The Bishop desires to standardize the governing structures for the school boards throughout the diocese, as well as expectations for the percentage of school funding that comes from the parish(es). The Bishop wishes to be collaborative with our Catholic schools and emphasizes the importance of accountability, transparency, and communication.

Chris Knight and Carla Pelz reported on the Governing Board Workshop held on August 14th, 2015. Julia and Carla represented the SCCS school board with ~35 participants representing each of the 9 governing boards in our Diocese.

Fr. Michael reported on the Sandusky Parishes Strategic Plan that assessed the strengths and challenges of our three Sandusky parishes. Moving forward as one Catholic community the committee is evaluating ways to focus on evangelizing young families. The school is a “child” of all three parishes so integrating educational programs (not duplicating programs) and creating a family environment is a priority. As this plan is developed and implemented, it will be important to include our new president and board members in this process.

Principal’s Reports:

Dennis reported efforts of our new director of campus ministry (Brittany Taylor) to invigorate the House system and reorganize of the junior high and high school family groups has met with success. The OGT scores for 2014-2015 school year were the highest for area schools and second highest in the Diocese of Toledo. The ACT scores increased from 21.6 to 23.0 with faculty efforts to integrate test-taking strategies into the curriculum and a school sponsored prep course for our students. Partnerships with area agencies/businesses to enhance our science curriculum (NASA, EPA, ODNR, Cedar Point) are being developed. He reviewed athletic successes for our fall sport seasons. He gave a preliminary discussion regarding calculating graduation requirements based on semesters vs. units due to changes from College Credit Plus program. The board asked Dennis to make a formal recommendation at our next meeting.

Paula reported on the progress and efforts of Carla Maxwell to train the staff and prepare the atrium to begin implementing the Good Shepherd program. Her staff have committed to professional development for the COMP Math and Wilson Reading grants. She continues to seek out funding (Title I, Title IIA, IDEA-B) and work with Sandusky City schools to be a strong advocate to provide the necessary services to meet the needs of all our students.

**CONSENT AGENDA ITEMS:**

A motion was made to accept the minutes of the August 2015 Board meeting as presented. This motion was seconded and unanimously approved.

Additional Committee Reporting:

**Facilities:** Chris Kolar discussed the need for the committee to develop a plan to remove potential fire hazards from storage areas within the school buildings. They are in the process of developing a time table to contact all school and parish organizations who may want to claim things that are stored in these areas before they are cleaned out. He also discussed plans to create a Long Range Facilities Ad Hoc Committee and asks Board members to submit candidates for consideration this month.

**Human Resources:** Athletic handbooks are approved and will be distributed. Awaiting digital copies of other handbooks to be distributed to board for review and approval. Panther Nation and HR committee are calling each new school family to personally welcome them to our Panther family. We discussed possible ways to share feedback from these calls and consideration for doing follow-up calls later in the year.

**Finance:** A motion was made to accept Craig Wood (CEO of O. E. Meyer Co.) and Josh Mesenberg (Financial Planner) as members of the finance committee. This motion was seconded and unanimously approved. Review of the most recent finance committee meeting led into CFO report.

**CFO Report:**

Tad reviewed the 2015-2016 projected income statement and comparison to next year highlighting the changes in expenses and income anticipated for this year. As changes in revenue from sources that have supported operational expenses are decreasing and our compensation expenses increase with increasing enrollment, there are operational expense gaps that need attention this year. We discussed engaging members of the Finance committee to help propose a plan to address these concerns and report back to the board.

**Vicar’s Report:**

Fr Michael provided an update on the Kinzel Center project and presented a policy for signage in the gym/performing arts center. He provided a summary of the loss of students entering school this year, the number of new students, and reasons for leaving.

The grant committee has secured a $10,000.00 grant for the Panther Performance Center.

The Advancement and Development office did a presentation for school families during the Muffins with Mom sponsored by Panther Nation. They provided an introduction to the SCCS community and encouraged ways to be involved with our school.

Fr Michael provided a copy of his letter to alumni asking for their support as we move into the public phase of our president search in October.

**New Business**

David and Duff provided an overview of the meeting between the executive committees of the Foundation and school Board on September 15th. During this meeting we discussed school highlights for this year, the planned president search time-table, tuition policy, accounts receivable, endowed chair funds and Foundation support. We discussed continued efforts to foster this supportive relationship.

Duff asked board members to review the proposed Dashboard that summarizes SCCS Board of Directors responsibilities (based on our statutes) and provide suggestions to make it a comprehensive list. The administration will review to assist with the timeframe.

February State of the School presentation for stakeholders was discussed and we are deciding between Feb 17th vs 23rd 2016 as the date. The event will be in the Kinzel center and be a larger forum compared to last years.

**Old Business:**

President Search: Letter from Fr Michael to alumni will be sent this month.

Plan to post job October 15th and continue to follow the established timeline.

Tuition Policy Ad Hoc Committee (presently Rich Finneran, David Harrison, Tamara Humphrey, Julia Colavincenzo, Chrissy Snow, and Fr Michael) will meet this month and submit a formal proposal to the board with their recommendations for the 2016-2017 tuition policy to discuss at our October meeting.

Review of 2015 Areas of Focus confirmed our commitments to these goals.

The regular meeting was closed in prayer by Julia and concluded at 9:55PM.

Respectfully submitted by,

Mary Murphy

Secretary, SCCS Board of Director