

HTCS School Board Minutes  
2.5.19

The meeting was called to order by SB President Shawn Hennon followed by a reading of the Mission Statement and the opening prayer.

**Members Present:** Shawn Hennon, Kristy Frawley, Fr. Jim Nall, Mallory Bundt, Sara Balsitis, IJ Siekmann, Julie Gilliland

**Ex-Officio Members Present:** Frank Kurtz, Renee Sherfy

**Teacher Update:**

Ms. Desi was not in attendance as previously planned as she was at home recovering from a medical procedure.

**New Business:**

**Budget Finance Report:** Bob Wojcik was not in attendance but Kristy shared the following items:

- The Tuition Assistance application process has been amended. In previous years, the school paid for every application that was initialed, whether completed or not, which was \$35 per application. The applicants will now absorb that fee. If TA is granted, the individual/family will be reimbursed the \$35 application fee.
- After the applications are all submitted, a committee consisting of Fr. Jim Nall, Kristy Frawley, Shawn Hennon and one member from both the HT and SS Finance Council (reps TBD) will form to determine TA recipients.
- TA formula relieves approximately 33% of the tuition cost while the recipient is still responsible for the remaining 67%.
- Kristy will be reworking the logistics regarding Smart Tuition.
- Based on OH preliminary numbers, a large Pre-K and K class is a possibility. The budget surplus should still be sufficient to cover greater costs as the budget reflects an increased salary scale for staff that was greater than the recently released Diocesan scale increase.
- There has been conversation regarding establishing an Endowment for the school with any surplus money available. More to follow.

**Pastors Report:**

- Catholic Schools Week went very well. The opening/closing masses were well attended.
- Suggestions:
  1. More kid involvement on the 3rd Sunday of the month (i.e., doing reading, greeters, etc.)
  2. Rather than replacing normal greeters, it was suggested that the kids working with the parish greeters would be a nice touch.

**Discussion of Breaks for Tuition for Teachers**

- Due to teacher turnover/shortage and the real need to show value for the staff, it was agreed that offering some type of tuition break to teachers with students in the school would be a definite consideration.
- It was agreed that more dialogue is necessary to determine an appropriate formula (i.e., years taught, number of children who qualify, etc)
- Kristy is reaching out to St. John's as it was confirmed by Fr. Jim that they use a formula for tuition breaks for teachers.
- It was suggested that a bank of a set amount of funds could be a line item in the budget so as to maintain consistency in the budget.

- It was suggested that it be determined on a year to year basis according to the budget status.
- It was suggested that a stipend for Extra Curricular activities led by HTCS staff be discussed, as well.
- More discussion to follow. Final decisions to be made by late summer prior to the commencement of the school year.

### **Old Business:**

#### **Staffing Update:**

- The Medical Assistant, Ms. Meagan, has resigned and will be pursuing a FT position with benefits.
- Kristy has reached out to CLAC and submitted inquires to 4 potential applicants on interest in the position.
- Kristy also reached out to SWIC but there were no potential applicants.
- There has been one application submitted who would need to have her license as a Medical Assistant reinstated.
- The Religion classes are going well after reworking two Parish office employees, Angi Klohr and Stacy Miller, into the Religion classrooms for Grades 5-8.

#### **Committee Reports:**

##### **Athletic Association:**

- The Diocesan Boys' Basketball Tournament hosted by HTCS was a big success surpassing the goal of \$5000 by earning \$7000 on the event.
- Banners for both Parochial Boys and Parochial Girls Soccer will soon be arriving for placement in the gym.
- The Junior Girls Basketball team will also receive a banner for First Place in the Diocesan Tournament this year.

**Parents and Friends:** No report

**Education:** No report

#### **Advancement:**

- Current AF total: \$13,584
- Goal of 100% class participation continues which can be met monetarily or with an intent to pray for the school.
- All sizes of donation received with gratitude, annual giving emphasized.
- New response cards will go out.
- Phone calls by AC members will be made soon to follow up with donors who have not given this year or over the past couple of years.
- Registration packets for current families will go home by Friday.
- Grandparent mailing list is near completion. Mailings will include the following: newsletter, quick photo spread of CSW, appeal for the AF and an invitation to the Auction in April.
- CSW: Positive feedback, team effort by AC, well-received changes, successful collection of items for the food pantry.
- The Messenger will be featuring a picture in an upcoming issue that will feature parts of our 2nd/3rd grade classes participating in the Prayer Chain activity.
- Open House: 15 families toured on Sunday, January 27th while 8 toured on Tuesday, January 29th.
- Yard signs have been distributed and displayed.

- Althoff has created several videos showcasing Kristy in her new role as Principal as well as a HTCS student sharing her perspective on the school and sports program. To be available for wide scale viewing soon.
- Enrollment: Numbers are looking strong for our Pre-K/K classes. More information to follow.
- Benefit: New App that will be rolled out to the school community soon.

**Facility**: No report

**Principal**:

- Accreditaion is in full swing. This occurs once every 4 years.
- HTCS received a \$5000 grant from Wells Fargo with the assistance of Waide Miller, both a Wells Fargo employee and HTCS Board member. Improvement to the outdoor space will be made this summer as a result of the grant.
- The Quilters' Group, a ministry of our HT parish, are holding a Luncheon on February 13th. The Pre-K classes will be making Valentine placemats to be used for this Luncheon.
- Principal Evaluation reports due to Shawn ASAP. A meeting with Fr. Jim will be held after February 24th to analyze feedback.

**Technology**: Next meeting will be held on February 11th.

**Next meeting: Tuesday, March 5th at Holy Trinity in the school library.**