**Sandusky Central Catholic School**

**Board of Directors-Regular Meeting**

**August 12th, 2015**

Present: Fr Michael Roemmele, Fr Joe Steinbauer, Duff Milkie, Rob Kaftan, Mary Murphy, Julie Youskievicz, Carla Pelz, Chris Kolar, Julia Colavincenzo and Jen Lippus

Guests: Dennis Antonelli (Principal grades 6-12), Paula Roth (Principal PK-5), Ryan Wikel (Assistant Principal Student Services/AD), Megan Howman (Director of Guidance), Lisa MacMurray (Assistant Principal for Curriculum/testing), Emily Kasper (Director of Advancement and Development), Chrissy Snow (Admissions Coordinator), Brittany Taylor (Director of Campus Ministry), Tim Riedy (Information Technology) and Tad Windau (CFO).

Excused: David Harrison

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

The regular meeting was called to order at 6:15.

Duff Milkie led us in prayer to begin our meeting.

The Administrative Team and their staff provided presentations from each area highlighting the initiatives from the past school year, their personal goals and specific goals for the 2015-2016 school year. These presentations were followed by a question and answer period for board members. Area specialty presentations included:

Emily Kasper (Director of Advancement and Development)

Chrissy Snow (Admissions Coordinator)

Ryan Wikel (Assistant Principal Student Services/AD)

Lisa MacMurray (Assistant Principal for Curriculum/testing)

Megan Howman (Director of Guidance)

Tim Riedy (Information Technology)

Tad Windau (CFO)

Brittany Taylor (Director of Campus Ministry)

Paula Roth (Principal PK-5)

Dennis Antonelli (Principal grades 6-12)

The principals reviewed the new hires for the 2015-2016 school year.

**CONSENT AGENDA ITEMS:**

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

**New Business:**

Board members were given a copy of the Door Access Project Proposal to review prior to the meeting. The grant committee asked the board to review and approve the proposal as part of the submission process for Wightman-Wieber Charitable Foundation. This project centers on increasing the security of entry doors throughout the school campus.

A motion was made to accept the grant proposal as presented and for the board president to sign the proposal. This motion was seconded and unanimously approved.

Proposal was signed by Duff Milkie.

Carla Pelz from human resources committee discussed the process for completing the review for school handbooks. These include employee handbook, family handbook, preschool handbook, extended day handbook, and athletic handbook. The athletic handbook had been approved at a previous board meeting and a motion was made for these to be distributed to families. This motion was seconded and unanimously approved. The human resource committee will send a digital copy of the family handbook with a coversheet that highlights changes from last edition for board approval this next month.

**Vicar’s Report:**

Fr Michael provided an update on the Kinzel Center project and estimated time frame for facilities usage. The window replacement, air conditioning, and entrance renovation phases will continue as the school year begins.

Goals to enhance school leadership and communication between school principals’ remains a priority and the board discussed the importance of utilizing the resources offered by the diocese. A motion was made for Fr. Michael to request onsite collaboration with principal mentor. This motion was seconded and unanimously approved.

Invitations to Mass and meals shared with faculty and staff during August 20/21st in-service days were extended to the board members, as well as the gathering for board members, pastors and school leaders from the Toledo diocese August 24th.

Fr Joe provided an overview of planned capital campaigns for St Mary’s and Sts. Peter and Paul parishes and the board discussed the importance of interfacing these campaigns with Ad Hoc Facilities Long Range Planning committee. Discussion of potential members for this committee was tabled for our next meeting.

The board reviewed and discussed the job description for the school president. A timeline for job posting, interview process, and proposed salary range was agreed on to begin the process of finding Fr. Michael’s successor.

The regular meeting was closed by prayer by Carla and concluded at 10:30 PM.

Respectfully submitted by,

Mary Murphy

Secretary, SCCS Board of Director