

Sandusky Central Catholic School

Board of Directors

January 18, 2023, Meeting Minutes

Present: Ryan Dillard, Melanie Dix, Rick Jeffrey, Tom Lucas, Jamie Evans, Ben Moncher, Vincenzo Di Rosa, Father Monte Hoyles, Father Zach Brown, Ryan Wikel

Excused: Ben Dinsmore

Guests: Brian Ferber, Lisa MacMurray

- I. Call to order and opening prayer
 - a. Ryan Dillard called the regular board meeting to order at 6:04 and Father Zach Brown opened the meeting with a prayer.
- II. Approval of prior meeting minutes
 - a. Approval of the November 16, 2022, Board of Directors Meeting Minutes, Motion to approve made by Tom Lucas, Seconded by Melanie Dix. Unanimously approved.
- III. Informative Reports
 - a. Lisa MacMurray – Elementary Principal
 - i. Virtues are being highlighted
 - ii. Discussion of Catholic Schools week
 - iii. Review of upcoming STEAM night and the activities at the event
 - iv. Updates on the book fair and family literacy night
 1. Discussion over books approved for the book fair
 - v. Highlights of the next teacher professional development day. The focus on writing
 - vi. Rick Jeffrey congratulated Lisa's induction into the school's hall of fame
 - b. Brian Ferber – High School & Middle School Principal
 - i. Update on student discipline and attendance
 - ii. Review of first semester exams
 - iii. Pertaining to athletics, all record boards were updated, with some funding being received from the original supplier due to cracks
 - iv. Jamie Evans expressed appreciation for keeping the events calendar online regularly updated
 - c. Tuition Discussion
 - i. Ben Moncher provided a review of the January 13, 2023, finance committee meeting. The meeting focused on review of the 2023-2024 tuition rates.
 1. Finance Committee meeting overview
 - a. Recommendation to board to focus on tuition rates for grades 7-9, especially non-EdChoice families.
 - b. Recommendation to board to request from administration a communication and rollout plan pertaining to the open

enrollment process and tuition rate discussions with families. This should include communications with families prior to invoicing. Additionally, a communication plan prioritized based on grade.

- c. Recommendation to board to accept tuition rates as proposed.
- d. Recommendation to board to request administration to set development fundraising goals based on increase in financial assistance.

2. Father Monte Hoyles asked to receive the current net tuition received by grade for the non-Ed Choice students

3. Ryan Dillard proposed the Development Department reaching out to Ed Choice families to explain the total amount of tuition being saved by those families, and asking for an in-kind donation

- ii. **Rick Jeffrey made a motion to approval the tuition rates as presented, K-12, for the 2023-2024 school year, with a request that administration provide by the next board meeting a communication plan & talking points to non-Ed Choice families along with the enrollment process, a review and potential revision to the current tuition invoices, a plan showing prioritization of non-Ed Choice families being contacted during enrollment specifically for grades 7-9, as well as a tangible goal being set for the Development Department based upon the tuition assistance given each year. Seconded by Jamie Evans. Unanimously approved.**

d. Tad Windau – CFO

i. Reviewed the financial statements as of December 31, 2022. Highlighted the key reasons to financial performance.

ii. Ryan Wikel expressed thanks for Tad's extra effort and work since the Christmas break and leading the school through the insurance claims.

e. 2023-2024 Calendar Discussion

i. Ryan Wikel presented a preliminary calendar for the upcoming school year. The Board to discuss further at the next meeting with approval.

ii. Ryan Dillard provided potential revisions for administration to review prior to the next meeting

f. Committee Reports

i. Finance Committee provided an update earlier in the meeting

ii. Catholic Identity

1. Father Zach Brown reviewed the minutes with the Board

g. Ryan Wikel – Head of School

i. Presentation of the monthly and YTD fundraising status

ii. Annual Fundraising Plan

1. With Diocesan fundraising currently going on, this year's plan will start with a strong January push

a. Discussion of Annual Appeal

b. Discussion of Winter Gala

2. Review of each item on plan and their corresponding goal

3. Review of donations received for Aug 18th – Sep 19th 2022
- iii. Annual Report & Donor Event
 1. Annual Report to be completed by end of February
 2. Goal to line up this year's donor event with the school musical March 2023
- iv. Winter Gala follow-up
 1. Process is now in place for donor follow-up regarding Winter Gala showing donors funds were used in alignment with intent
- v. Presentation of 2023 Auction & Golf outing
 1. Provided update on mailers and sponsorship guide for both events
- vi. Facilities
 1. Locker room Project
 - a. Met with engineer and architect, hopefully to go to bid by end of February.
 2. Cafeteria
 - a. Dry and sanitized, floors will need rebuilt. Waiting engineer and architect. Goal to repair in the summer
 3. Additional storm damage
 - a. Will need to await insurance claim adjustment
- vii. Development
 1. Overview of various projects going on currently
- IV. Ryan Dillard adjourned meeting at 8:10pm. Fr. Monte Hoyles closed meeting with a prayer.

Next board meeting: Wednesday, February 15, 2023 @ 6:00 pm

Respectively Submitted,
Ben Moncher, SCCS Board of Directors Secretary