

Bishop Brossart High School Board Meeting Minutes
September 20, 2021

The meeting was called to order with prayer at 7:10 p.m.

Board Members Present: Ben Alwell, Sr. Mary Luann Bender, Shelly Braun, Tim Callahan, Amy Enzweiler, Denise Govan, Erin Imbus, Mark O'Bryan and Jennifer Sheffel

Board Members Excused: Msgr. Gerald, Reinersman, Ken Glaser and Sarah Luscher

Others Present: Chris Holtz, Rob Braun and Tony Harden

Motion to approve the minutes of the April 19, 2021 meeting: Motion by Jennifer Sheffel
 2nd by Tim Callahan
 All voted in favor

Principal's Report:---Mr. Chris Holtz

- Principal's Appointment Process:
 - Due to the short span of time between Mr. Ridder's announcement of retirement and the beginning of the new school year, the Diocese of Covington, asked Mr. Chris Holtz, Assistant Principal, to assume the position of Interim Principal of Bishop Brossart High School. During the coming months, both the Diocese and Mr. Holtz will make a decision as to their desire to finalize the appointment as Principal.
- Staff Appointments and Hires:
 - Mr. Tony Harden was appointed Development Director
 - Mr. Ron Verst was appointed Athletic Director
 - Mrs. Rachael Grimm was hired to teach English
 - Mr. Alex Spalding will be substituting during Mrs. Grimm's leave of absence
 - Ms. Jennifer Tallarigo was hired to teach Religion
 - Part-time Administrative Assistant will be hired to help with some of Mr. Verst's duties and to possibly assist with Development duties
 - Openings in Cafeteria staffing have necessitated adjusting Cafeteria days
 - There is a need for two more staff persons to bring the total to five
- Important Dates:
 - Oct. 5-----All School testing day (early dismissal)
 - Oct. 8-----Career Day
 - Oct. 11-15----Fall Break
 - Oct. 29-31---Drama Club Fall Production
 - Nov. 7-----Open house for 7th and 8th graders
 - Nov. 13-----Gala
 - Dec. 14 -16 and Jan. 11-14---Senior Retreats---Deacon David Profitt and a team will conduct the retreats. The school is responsible for supervision.(Tuesday 9:00 a.m. until Thursday morning)
 - May 22-----Graduation to be held at Thomas More University (from Sunday of Memorial Day weekend)

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Principal's Report continued:---Mr. Chris Holtz

- Other Business:
 - Bishop Brossart's policy relating to Junior High School students playing on varsity teams will be reviewed by administration with input from coaches and others. The Board will be kept informed.
 - There will be a New Board member orientation held on October 18 at 7:00 p.m. at the Diocesan Curia. Bishop Brossart's Board members who have never attended this orientation are invited to attend.

Steering Committee:---Ms. Erin Imbus

- The Committee did not meet this month, but will meet prior to the next Board meeting, and will begin to review various policies.

Finance Report:--- Mr. Rob Braun

- Budget
 - Last school year there was a \$26,750 operational loss, that did not include EANS reimbursement (Private School COVID related reimbursement, based on the number of students enrolled).
In total, there is a possibility for Bishop Brossart to receive \$240,000 in reimbursements or direct purchases through the EANS program.
 - 2% tuition increase for this school year, down from traditional 4% increase due to:
 - the increased number of students (301 enrolled)
 - favorable Blue Cross/Blue Shield premiums
- Audit
 - Bishop Brossart High School had already engaged Munninghoff and Lang to perform the school's every three year audit when the Diocese announced that they would now be having a regularly scheduled audit conducted for Diocesan schools, thus two financial audits were performed for Bishop Brossart last year. There were no major findings in either of these audits. All recommendations have been addressed. Because of the Diocesan introduction of a separate audit, Bishop Brossart will make a change to their policy of engaging a firm to conduct an audit.
- Capital Expenditures:
 - The school is awaiting approval from the Diocese for repairs to the storage building's (former fire house) roof. Three bids have been received. The cost will be approximately **\$20,000**. In the future, roof replacements for the gym and the Crouch Center will budgeted.
- Endowment Fund:
 - Bishop Brossart's endowment fund is officially open with the reserve of \$600,000.

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Development:--- Mr. Tony Harden

- Holtz vs Holtz raised \$21,000 which will be divided between BBHS and Holy Cross HS to be used for the benefit of students from both schools.
- The Scholarship Award Ceremony will be moved to the Spring.
- Many events are being planned to bring alumni back to the school.
 - Oct. 24---Alumni soccer game
 - March/April---Alumni baseball
 - May---Alumni softball
 - Redesign of the web site will include an Alumni Happenings page.
- Oct. 6---10% of the purchase price of Barleycorn's gift certificates on this day will go to BBHS.
- Nov. 13 Gala theme will be "The '80"
- Web Site Design---The web site is being converted to a mobile design.
 - AI is the firm doing the technical design.
 - Anyone from the Board who would like to offer input is invited to do so.

Facilities Committee Report: ---Mr. Chris Holtz

- All Facility-related topics have been addressed previously in these minutes.
- Mr. Holtz will present the Facilities Report at future meetings.

Other Business:

- The Board discussed the impact of COVID upon students, faculty, families and all of society.
- A discussion of cell phones led to Denise Govan volunteering to join an "Unplugged Committee" if anyone was interested in forming such a movement.
- There are openings on the Board for representatives from St. Joseph Cold Spring and St. John Wilder.

There being no further business, the meeting was adjourned at 8:45 p.m. by a motion from Sr. Mary Luann Bender and a second by Ms. Denise Govan

Next Meeting:---November 15 at 7:00 p.m.