

Bishop Leibold School Advisory Board

Meeting Agenda, September 15, 2020

Fr. Jim Romanello, Pastor

Fr. Ron Combs (excused)

Fr. Jerome Bishop (excused)

Fr. Jim Manning (excused)

Dr. Wallace, Principal

Rachel Prindle

Andrew Rathweg, Pres.

Katie Bach, VP

Mike Schmitz, Treasurer

Morgan Pickerrell, Secretary

Tim Baker (Athletics)

Eric Boston (absent)

Lauren Burtcher (PTO)

Theresa Fultz

Bob Gutendorf

Whitney Moore

Mike Oliver

Tony Rose

Gretchen Sabin

Amanda Mascarenhas

1. CALL TO ORDER

- 1.1. Opening Prayer
- 1.2. Roll Call
- 1.3. Introduction of visitors and new board members
- 1.4. Approval of minutes (1st Teresa, 2nd Gretchen)

2. REPORTS

2.1. Treasurer Report (Mike Schmitz) – see Mike's email w attachments.

2.1.1. 2019-2020 we came in below plan. State of Ohio funding reduction + John Peterson funding shortfall – 3 children who did not complete program. Pension & health insurance \$12K above plan. Planned deficit, but actual deficit larger than planned.

2.1.2. 2020-2021 we have received a PPE fund for \$290K, this is a forgivable loan. This can be used for payroll, health insurance, some utilities. This cannot be used for new expenses. We will use PPE for payroll & health and shift those funds to the reserve.

2.1.3. Higher enrollment and tuition, \$70K gift from an anonymous donor, \$20K from St Mary's support. Net positive of \$70-80K for 2020-2021 budget year.

2.2. Liaison Reports

2.2.1. PTO: Lauren Burtcher

2.2.1.1. Volunteer opportunities being sent out via Option C – OLGH & St Henry Campus lunch assistance via SignUp genius; require VIRTUS training, outside or distancing in place from a health perspective.

2.2.1.2. Party in a Box for Christmas distribution. Question raised on safety of party in a classroom; supplies brought in 1 week in advance to allow ample time to wipe down supplies. Activities limited to those that can be distanced. Classrooms remain intact, no outside volunteers or mingling of classes. Dr Wallace mentions allergy safe snack needs sourced via St Albert nutrition.

2.2.1.3. Uniform exchange order fulfillment volunteer needs.

2.2.2. Athletics: Tim Baker

2.2.2.1. CYO Soccer is underway. Signage placed on home fields with guidelines for pandemic play.

2.2.2.2. In house Soccer league for younger kids needs scheduled, next on Tim's list to kick off. More to come.

2.2.2.3. Golf underway – no issues to report.

2.2.2.4. Tim Baker & Alex Yaney to come up with a plan for Soccer funding reimbursement & fees. Will share an update once a plan is in place.

2.2.3. Principal's Report – See Rache's email with principal's report attachment.

2.2.3.1. Fine tuning day to day processes to keep 6' distance and masking amongst students (inside and outside), staff, etc to limit contact and population should a positive case occur.

2.2.3.2. PE Teacher opening – job acceptance, working through pre-employment screens and paperwork.

2.2.3.3. Art Teacher opening – new teacher in final stages of onboarding, will announce via Option C Blast next week. Partnering with K-12 Gallery to find the individual and opportunity for student artwork on display through this program.

2.2.4. Marketing Update

2.2.4.1. Current enrollment at 361; in the process of enrolling 2 more students. We have a waitlist of 15-18 children, Retention at 90% YOY. 83 new students to our school YOY; mixed bag of distribution. Rachel to generate a report breaking down.

2.2.5. Pastor's Reports

2.2.5.1. Meeting with Father Jim Manning; St Mary Parish support of \$1000/student for the students currently enrolled for 2020-2021 for a current total of \$20,000 of support. Discussions to increase per student contribution once their campaign debt is paid off.

2.2.5.2. Cleaning & Sanitization updates

2.2.5.2.1. Deep cleaning – spoke to St Albert, St Charles, Incarnation and Miamisburg to compare plans. Our current plans are in line with their deep cleaning plans.

2.2.5.2.2. Club Level cleaning has provided a quote to St Henry campus for a quarterly fogging protocol. They will be on site at St Henry campus on Thursday 9/17 at 5pm. We are working to schedule at the OLGH campus. The fogging should provide a more thorough application versus the cleaning processes done today due to the fogging equipment. Father Jim to follow up on duration that the application is good for 30 60 or 90 days.

2.2.5.2.3. While the proposal for a checklist to document cleaning tasks, dates and times seemed tedious at first, Father Jim is in support and shared the expectation with his staff. The janitorial and maintenance staff are on board with documenting the area cleaned, time and date to ensure we can track what is being done and when. This will be good information to have should we see more positive cases. Per Father Jim – there is no going overboard when it comes to these practices.

2.2.5.2.4. Father Jim to pen a letter to parents in the coming days. Father Jim will send to the board for review and feedback prior to sending.

2.2.5.2.5. Question raised around carpets in PreK & Preschool carpets. Father Jim to follow up on if they have been cleaned.

2.2.5.2.6. Gretchen asks that we pass along our thanks to the maintenance and janitorial staff for all of their efforts around cleaning – we are al very appreciative of their support!

2.2.6. Board sends along kudos to Dr Wallace, Rachel and the staff for all of their efforts over the last few weeks! Great leadership and guidance during these challenging times!

3. OPEN ITEMS

- 1.1. Return to school planning – Cleaning & Sanitization Practices – See updates in the Pastor's Update notes
- 1.2. Wi-fi Issues at the PAC
 - 1.2.1. Per Father Jim, the parish is proceeding with Kevin's quote. The work will be outsourced via Kevin to upgrade all the equipment in the parish and PAC; upgrading the switches and adding access points to the PAC and parish office.
- 1.3. St Henry Campus HVAC
 - 1.3.1. Butler was out, need a status update. Father Jim to update at next meeting.
- 1.4. Our Lady of Good Hope Campus Art & intervention room climate control.
 - 1.4.1. Butler quote received for both heat and AC. Has been sent to finance committee, Father Jim plans to move forward with this work.

2. NEW BUSINESS

- 2.1. Question raised on St Henry Campus WiFi connectivity. Per Dr Wallace, we are due for a WIFI update at St Henry campus. This will be partially funded by the feds. We are on NetDemics schedule, currently awaiting funding to proceed.
- 2.2. Outdoor classroom space PO cut to purchase canopies for both campuses.
 - 2.2.1. Space for 33 students under canopy at OLGH Campus – over green space, slim style to accommodate green space areas and mowing.
 - 2.2.2. Space for 41 students under canopy at St Henry Campus – will be setup on blacktop near basketball courts.
 - 2.2.3. Canopies will stay erected for as long as weather permits.
 - 2.2.4. Kudos to Ashley Schmitz for spearheading the fundraising efforts for this project!
- 2.3. Touchless water fountain initiative – units have been ordered for both campuses, currently on backorder with no ETA on arrival. Will continue to monitor.

3. CLOSING PRAYER/MEETING ADJOURNMENT

Next Meeting: Tuesday October 20, 2020 7:00PM

Location TBD

School Board Meeting- Virtual



 People (18)

 Chat



+1 937-***-***49



+1 937-***-***65



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