



St. Nicholas Academy

St. Nicholas Academy Board of Limited Jurisdiction
170 Siebenthaler Avenue, Cincinnati, Ohio 45215
(513) 686-2727

Monday August 13, 2013

APPROVED

In Attendance:

Officers:

Adele Iwanusa, Acting Chair, Jay Hollmeyer, Treasurer, Mary Imhoff, Secretary.

Members:

Fr. Ray Kellerman, Fr. Tom Espelage, Fr. David Howard, Karen Stevenson, Millie Heil, Ralph Nardini, Chris Pastora (Archdiocese)

Not in Attendance:

Sr. Helen Habig, Rick Bohne

I. Call to Order and Faith Formation

1. The Chair called the meeting to order and lead the Faith formation. She opened with the reflection titled Dancing With God.
2. The Chair stated that a quorum was present. No non board members were present.

II. Minutes

1. The Chair asked if there were any corrections to the minutes.
2. Fr. Ray asked that the minutes be edited to reflect that it was suggested the security repairs to the school be divided 4 ways. He also stated that Mike Stroh was on the Search Committee not the Hiring Committee.
3. The minutes were approved as corrected.

III. Chair Report

1. The Chair addressed the openings on the Board due to the expiration of terms. Four Board members are leaving. Jay Hollmeyer, Mary Imhoff, Adele Iwanusa, and Karen Stevenson are completing their terms and will likely be replaced. Chris Pastura asked for clarification on exactly whose terms were expiring. The above mentioned 4 individuals had agreed in June to remain on the Board until new members were slated to replace them.
2. The Chair pointed out that the current Board has met throughout the summer months creating the new bylaws for the Board of Limited Jurisdiction.
3. The Chair also reported that the Board is still waiting on a response from the Archdiocese concerning the Facility Agreement (now referred to as the Lease agreement). Wayne Morris from the Archdiocese was unable to attend the meeting this evening, but reportedly realizes we are waiting on a response from the Archdiocese.
4. The security repairs are underway. Although one Parish is not willing to contribute to these repairs, the project is going forward, The doors are being worked on and the bathroom issue is being resolved.
5. Jay Hollmeyer stated that he was in attendance at the meeting concerning the Facilities agreement. All present at this meeting were in agreement on the document and the Archdiocese needs to send us the document to approve.

IV. Finance

1. One parish missed their last payment, but Mr. Hollmeyer reported that we are right on budget. Our cash flow is good. Our budget was based on an enrollment of 224 students and our current number is 237. Most of the classes are frozen. Stephanie Tinkman is returning to assist in the 2nd, 3rd and 4th grades.
2. There are 2 teachers who are slightly under full time status that we are paying benefits to, These are not new teachers and this is the same policy we have followed in the past. Each employee pays a premium as well. Ralph Nardini suggested that we write a policy to include the minimum number of hours needed to qualify for benefits. Fr. Ray said this should be added to the personnel handbook.

V. Maintenance

1. The cleaning sub contractor from last year has not been hired back for this year. The cleaning will be performed by a private individual this year. Jay Hollmeyer and Mr. Fightmaster will meet to ensure maintenance will be followed through. It is necessary to define the duties of each person involved in maintaining our building.
2. Millie Heil asked if there would be more duties to be performed by Athletics. Her concern was that nothing should be overlooked.

VI. Marketing

1. Karen Stevenson will continue as the Chair of the Marketing Committee especially since they have lost several members.
2. The marketing group is beginning to make plans for the annual report and will continue many of their previous activities.
3. Karen Stevenson and Barb Taylor met with Mr. Fightmaster. He is in favor of continuing with what they have done in the past.
4. Fr. Ray suggested that Marketing seek out the parents who were involved in PLAN. It was suggested that they speak with some parents from another area church to determine if there is interest in looking at SNA. Fr. Ray will speak to the Pastor of that parish.

VII. Principal Report

1. Mr. Fightmaster reported a few changes in the handbook.
2. The opening Prayer Service is scheduled for August 18th, at 4pm. followed by a cookout. Classrooms will be open for about a half hour after the Prayer Service.
3. School begins on August 21, 2013 at 8am. The students will be able to go to their classroom at 7:45.
4. Weekday Mass will be at 8 am.

VIII. Athletics

1. Millie Heil reported that there are 4 football teams, 3-4 soccer teams and 4 basketball team.
2. Millie is the person who is in charge of scheduling for the Activity Center.
3. Chris Pastura reported that there is now a rule which says that students from Parochial schools and those home schooled may play on public school teams if their school does not have a team for that sport. Millie Heil reported that if we cannot field a team, we attempt to find a team for the students to play on.
4. Millie Heil stated that parishioners who attend public school are eligible to play on an SNA team. She also stated that team enrollment information now goes into the parish bulletin.

IX. Communication

1. Weekly communications will be sent out from the school

X. Pastors report

1. No report was given since the Pastors have not met.