



## St. Nicholas Academy

Approved

Nov. 15<sup>th</sup>, 2016

St. Nicholas Academy Board of Limited Jurisdiction.

2170 Siebenthaler Avenue, Cincinnati, Ohio 45215

(513) 868-2727

Meeting October 18<sup>th</sup>, 2016

**In Attendance:** Fr. Ray Kellerman, Fr. Matt Robben, Bridget Hoffman, Rick Bohne, Joe Geers, Mary Imhoff, Kevin Braun, Angie Noble

**Also present:** Aideen Briggs, Jim Volz

**Not present:** Fr. Tim Bunch

**Call to Order and Faith Formation:** The Chair called the meeting to order. Fr. Matt began the Faith Formation with a reading from the gospel of St. Luke the Evangelist. Reflection and discussion followed.

**Minutes:**

1. There were a few corrections to the minutes.

2. Joe moved that the minutes be accepted as amended. Rick seconded. All were in favor and the minutes were accepted as amended.

**Communication:** No communications were received.

**Principal Report:**

1. Update on the flood: Aideen continued to follow up on the possibility of filing a claim for the flooding through our insurance. She spoke with Jim Volz who let her know OLSH holds the insurance. She then contacted Father Matt who let her know they would not be filing a claim. She continued to follow up with the Archdiocese, and spoke with Cindy Hardesty, Charlotte Carpenter and then Paul Kenkel at the insurance company. While our policy does cover back up water damage that begins outside of the building, which in this case it did as it started in the manhole, it only covers damage as a result of the flooding. It does not cover the cause of the flooding, or any efforts to make the situation better in the future. The deductible is \$2000, and while our plumbing bill was \$3700, none of it would be covered. Even the one teacher whose personal books were destroyed, and who was reimbursed to replace them for \$355, would not be covered by our insurance as they were her personal books, not the School's. She would have had to make a claim on her homeowner's policy to cover them. Our other costs were minimal in terms of cleaning supplies as much was donated. We will not be filing a claim.

2. Aideen met with Reading City Schools and other nonpublic schools in Reading regarding Auxiliary services. We have \$9,481 left over from last year, and \$37,559 for this year after the cost of our interventionist services. That's not much considering we use it for all the books and our internet costs.

3. The Walkathon was a great success in terms of school spirit and fundraising. The weather couldn't have been better, and we raised approximately \$14,500. We had our ice cream party, but will be having a pizza party for the first grade class as top class per person. The teachers will be completing a survey on the Walkathon.

4. Aideen attended a new principal meeting at Fenwick High School and has begun video sessions through *Formed*. This will allow her to work toward Level I Catechist certification.

5. Last meeting, Aideen was thinking about leading a small faith group here at SNA, and planned on doing it opposite a science program we were offering. We ended up not having enough students to run the science program this fall (the same thing happened last year, but we had two full classes in the spring). As a result, this will be re-evaluated later in the school year.

6. We had our parent teacher conferences and used Option C to sign up for them. This worked well for the most part, but Option C will need to tweak a couple things for our next conferences. The PTO provided a wonderful dinner for the faculty.

7. Aideen created a group calendar on Option C for the faculty to use where they have full editing capabilities. She also gave them permission to set up their own calendars for their classes only.

8. Aideen met with Victoria Letsche who is a student at Mt. Notre Dame. She wants to do her capstone project with our library. Aideen has connected her with Tina Pennington. Aideen suggested that Victoria do a birthday book project where the children come to the library about a month before their birthday and select a book to order. A notation is made that this book is thanks to this student. The cost is about fifteen dollars. Victoria was thinking about a book drive, but Aideen stressed this would result in old book whereas our need is for new book.

9. OCSAA – we continue to work on Year 2 of our accreditation process. Laura Meibers did a great job at our faculty meeting, but we have some catching up to do. Carol and Aideen have been working on filling the box. The mission statement that the Board members received is part of this process and work that has been done. The goal committee will be meeting before the teacher in-service on October 28<sup>th</sup> where they will do some further planning. Our internal visit is scheduled for Monday, November 14<sup>th</sup>.

10. Aideen has met with ten of the teachers individually thus far, and both Father Matt and Father Ray. She will be reaching out soon to Father Tim.

11. Seventh grade laptops were completed today, and the students began their new online journey in the 7<sup>th</sup> grade math textbook. Mrs. Martins and Mrs. Gorsuch have been working very hard on this, and the students were so engaged in this on their first day, that they forgot to go to lunch. Aideen had to go in and remind them. Again, with anything new, there will be some frustrations, but many are invested and think this will be worthwhile. We are using a textbook that combines the 7<sup>th</sup> and 8<sup>th</sup> grade graded course of studies into one year of accelerated math in an effort to prepare our students to take Algebra I next year.

## **Committees**

### **Facilities**

1. Joe and Fr. Matt have met.
2. Fr. Matt has some name for Buildings and Grounds.

### **Marketing**

1. Angie is keeping the Facebook page updated with events.
2. Emily Farthing will provide information on Gamefest. Angie hopes to get Gamefest into the newspaper.

### **Athletics**

1. Athletics would like to replace the mats along the wall in the gym. They are not safe for a child to run into. They are planning to replace the pads and use the existing studs to minimize cost. They are willing to do the work and cover the cost. Fr. Matt was agreeable to this.
2. Fr. Matt said they were unable to find the leak that Kevin brought up at the last meeting. With the hard rain that weekend, they believe it may have come in the door frame.
3. Kevin will email the OLSH office with the dates for the Girls Basketball Tournament. There are no games on October 29<sup>th</sup>, but there are 4 games on October 30<sup>th</sup>. The game are at 1pm, 2pm, 3pm and 4pm. These are all 3<sup>rd</sup> and 4<sup>th</sup> grade teams.

### **Lease Amendment**

1. There was one revision that came back from the Archdiocese on the new Lease.
2. Bridget circulated the latest revision.
3. There were no further changes. The Amendment was approved at the last Board meeting.

## **Mission Statement**

1. Aideen distributed the proposed Mission statement. The reason for the proposed change was to make it shorter so it could be stated quickly and easily. The faculty likes the new proposed statement.
2. Fr. Ray voiced his concern that the new statement failed to say anything about Catholic identity. Fr. Matt agreed. Fr. Ray strongly believes that this needs to be in our Mission statement. Angie stated there is a need for the Mission statement to be more simplistic. Fr. Matt stated that there is also no mention of prayer and it needs to be explicit in the statement not simply implied. Discussion continued. Aideen will take these suggestion back to the committee. This work had been done last year.

## **Website**

1. Aideen sat in on a conference about the website that has been purchased by PTO. This is a 3 year contract. The cost for the 1<sup>st</sup> year is \$3,000 and the next 2 years are each \$2,000. We are locked into this 1<sup>st</sup> year.
2. This website looks much nicer, and is much more user friendly with phones. Thirdly, it is better for fulfilling requirements of the ADA.
3. The company does not set up the website. We are paying for the template.
4. Discussion ensued on usefulness verses cost.
5. The Duplicator cost will now be split between PTO and the school.
6. Athletic game schedules now go to OLSH and are on the school calendar. Athletics does not see the value of paying for this same service for the website.
7. Bridget will follow up with Jamie and the Company. It is a great upgrade but the cost is not in the budget.
8. Julie Gorsuch has done great work on the website.

## **Archdiocesan Tuition Assistance for Employees**

1. Fr. Matt provided the members with the suggested tuition assistance policy from the Archdiocese for school employees.
2. Discussion ensued about the policy used in the high schools. No action will be taken at this time.

## **Effective date of Lease agreement**

1. The effective date of the Lease is July 1<sup>st</sup>, 2016.
2. OLSH will not bill the school for charges between July 1<sup>st</sup> and the date all Pastoral Councils have approved this agreement.

The next meeting date is November 15<sup>th</sup>, 2016.

The meeting ended with the Our Father.

