

**HOLY FAMILY REGIONAL SCHOOL
Board of Directors**

MEETING MINUTES

Meeting Date: September 11, 2017

Location: South Campus

CALL TO ORDER: Quorum Declaration – Called to order at 7:05 pm

ATTENDANCE:

Present: **Tony Haddad, Laura Benedict, Dave Stewart, Marko Belej, Tony Gallo, Cynthia Coppin, Sam Previti, Robert Zehnder, Paul Engel, Cheryl Garneau, Kevin Kavanaugh, Allan Kochanski, Lacey Salerno, Carla Vandercruyssen, Martha Ball, Jon Myers, Monsignor Mike Hrydziuszko,**

Absent: **Brian Cherry, Toni Rusch**

OPENING PRAYER: Cynthia Coppin

Thanks to Cynthia for providing hospitality for the meeting.

RECITE MISSION STATEMENT

Holy Family Regional School provides a Catholic education fostering spiritual and religious formation, academic excellence, and service to others.

OFFICER REPORTS:

Secretary's Report – Dave Stewart

Minutes of June 19, 2017 and Minutes of August 22, 2017 distributed and approved
6/17 minutes; Tony Haddad motion, Allan second
8/22 minutes: Tony Gallo motion, Bob Zehnder second

President's Report – Tony Haddad

- Mention of Tony and Laura meeting with HFRS teachers as well as speaking at Meet the teacher nights for both campuses to encourage parent's interaction with School Board
- Strategic plan reviewed over the summer of 2017

Vice President's Report – Laura Benedict

- Laura extended a welcome to new board members.

Treasurer's Report – Marko Belej

- For 2016-17 budget, positive variance (before capital expenditures) of \$117K due to unexpected donations, fundraisers achieving better than budget, and enrollment above budget.
- Capital Expenditures well above budget primarily due to HVAC expense (South) and Land Improvements (athletic field)

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OTHER REPORTS:

Principal's Report – Jon Myers, Martha Ball, Carla Vandercruyssen

- Welcome to the new HFRS School Board
- Blue folders will again be distributed through school mail to youngest child
- New Initiative at North Campus – focus on god manners
- Theme for this school year will be:” Every Move I Make, I Make in You Jesus.”
- New focus this school year for identifying mean behaviors at both campuses, not always obvious to others. Need to watch for hot spots like cafeteria, bathroom, shuttle transfer area at North campus.
- There will be an evening presentation on 9/25 at 7 PM featuring Marcia McEvoy discussing Reducing Cruelty and Improving Peer Relationships

Introduction of Kim Myers of Campus Ministry

Some of Campus Ministry Initiatives

- Prepare Students for Mass
- Community Service/Care Response Team
- “Emergency” Jeans day for victims of hurricane Harvey
- Formation of M.O.M. (Mary Our Mother) group
- New formation of Campus Ministry Committee – to meet 4:15 PM on 4th Thursday of each month; suggestion that be board member be on this new committee

Carla made mention of watching pets at pick up time to avoid pets wandering in parking lots at an already hectic time of the day.

Pastor's Report – Monsignor Mike Hrydziuszko

- **Mnsr. Mike welcomed the New Board and Administration**

COMMITTEE REPORTS:

Athletics Advisory Commission - (Robert Zehnder, Lacey Salerno)

- Bob Zehnder mentioned the initiative of establishing program leads for each sport and a reference book for easier transition when responsibility changes from one person to another.
- No meeting set at this time.
- Lacey Salerno will join the AAC.
- Scope of AAC is to support but not drive the athletic program.

Dad's Club – (Robert Zehnder, Brian Cherry)

- No meeting yet this tear, Sherman Rogers has stepped down as president.

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- Bob Zehnder indicated there is a passion to serve but the club needs some direction regarding allowable or approvable fund raising events. There exists some concern that Dad's club activities do not conflict with other Fund Raising activities.
- Mr. Myers stated that there is interest from new families and that contacts were needed for potential new members.
- Mnsr. Mike mentioned the choice to move to fewer fund raisers and Sam Allen further mentioned that this process moved from 33 to 11 to 3 fund raisers.
- Allan Kochanski noted that fund raising needs proper discipline and coordination.
- Mr. Myers suggested a separate meeting with Dad's club designates to better address the proper fit of potential Dad's club activities within HFRS fund raising framework

PTG - (Cynthia Coppin and Cheryl Garneau)

- First meeting planned for Tuesday 9/12
- PTG will be encouraged to attend school board meetings.

By-Laws Committee - (Cynthia Coppin and Cheryl Garneau)

- First meeting was held; board may be solicited to review potential changes
- Policies and procedures to be reviewed after By Laws

Advancement Committee - (Marko Belej, Allan Kochanski, Laura Benedict)

- First meeting was held Thursday 9/7
- Heidi Stekier was recognized for her efforts as she leaves her position
- Kate Coccione is the assistant to Director of Advancement and the search for a new Director is underway.
- Mr. Myers noted that a focus this year will be to cultivate major donors to the school.
- The annual appeal is to kick off October 15 and an effort is underway to recruit families to speak at the masses for the individual parishes

Facilities Committee - (Tony Gallo, Kevin Kavanaugh and Paul Engel)

- Updates to North campus include new carpet in the library and new hand dryers as well as a new compressor in the IT room.
- At South campus the HVAC project was completed.
- The new athletic field has been fertilized and over seeded per Tony Gallo.

Strategic Planning Committee - (Tony Haddad, Laura Benedict, and Marko Belej)

- Mr. Myers suggested that this committee should be more of an "ad hoc" committee and that the entirety of HFRS school board committees funnel together, essentially creating a strategic plan.
- Cynthia Copping noted that there should be some benefit to retaining this committee to evaluate forward longer term objectives for presentation to the entire

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board. The board would then take responsibility in implementing the appropriate action.

Technology Committee (Tony Haddad and Sam Previti)

- No meeting has yet been held; a report is anticipated for the October meeting

VIP – (Dave Stewart and Toni Rusch)

- No meeting has yet been held; a report is anticipated for the October meeting

Enrollment Committee (Marko Belej)

- No meeting has yet been held: Lacy Salerno will join this committee.
- Bob Zehnder mentioned the Shelby Township area as a largely untapped market for prospective students. HFRS would be a closer alternative for a Catholic school for at least some of these students. Access to bussing would remain as a major obstacle to attracting some of these students.
- There is currently a restriction (contract?) for the bus service to cross Dequindre Road to pick up students in Macomb County.
- Washington Township was also mentioned as a growing area that would be a worthwhile community from which to draw prospective students.
- Having a presence at Arts and Apples was mentioned. This has been done before with a food trailer. No profit was realized, but Mnsr. Mike noted that the objective of this presence was a community outreach and not necessarily a fund raising activity.
- It was noted that the retention rate for the Young 5 class last year was less than 50% (7 of 17 returning). Mr. Myers noted that financial considerations were the most common reason given for not returning.
- Tony Gallo suggested that consideration be given for some financial incentive to retain Young 5 students into kindergarten.
- Bob Zehnder noted that if some urgency about enrollment were present (fear of classes reaching capacity early, etc.) that some people may be more motivated to enroll early to insure place.

PARISH REPORTS:

St. Andrew – Paul Engel

- Annual picnic scheduled for 9/17 from 1-5 PM.
- Changing Live Together fund to be used for a larger gathering place in the East Foyer. Phase 2 of the pre-construction is underway with construction planned for spring of 2018. A construction management firm has been hired.
- The upper windows and roof will require repairs at an estimated cost of \$350K.
- There are currently four Alpha programs available with an Alpha Express program to be introduced soon, for those seeking a more modest time commitment.

St. Mary of the Hills – Cheryl Garneau

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- The first parish council will meet 9/16
- Religious education programs for the 2017-18 year have been kicked off.

St. Irenaeus – Kevin Kavanaugh

- Celebration for Father Brian’s 40th anniversary for being ordained was held 9/10 at the church.
- Current facility improvements include renovation of the bathrooms near the sanctuary and the kitchen in the social hall.

St. John Fisher – Allan Kochanski

- No report.

Sacred Heart – Toni Rusch

- No report.

OLD BUSINESS

- None

NEW BUSINESS

- See comments in Enrollment Committee section

ADJOURNMENT

- Meeting adjourned at 9:04 PM
Tony Gallo motion, Bob Zehnder second

Next Meeting

- **Monday October 9, 2017 at South Campus at 7 PM**