

**HOLY FAMILY REGIONAL SCHOOL
Board of Directors**

MEETING MINUTES

Meeting Date: October 9, 2017

Location: South Campus

CALL TO ORDER: Quorum Declaration – Called to order at 7:02 pm

ATTENDANCE:

Present: Tony Haddad, Laura Benedict, Dave Stewart, Marko Belej, Cynthia Coppin, Sam Previti, Robert Zehnder, Paul Engel, Cheryl Garneau, Kevin Kavanaugh, Allan Kochanski, Brian Cherry, Toni Rusch, Carla Vandercruyssen, Martha Ball, Jon Myers,

Absent: Monsignor Mike Hrydziuszko, Tony Gallo

OPENING PRAYER; Cheryl Garneau

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 September 11, 2017 meeting distributed and approved; Lacey Salerno Motion, Paul Engel second

President's Report – Tony Haddad

- Tony made mention of several meetings held with both parents and committees since last board meeting to better understand issues and concerns.

Treasurer's Report – Marko Belej

- Marko presented the financial report and commented that the significant variances were primarily due to timing offsets. (For example the Net Student Activities showed a surplus of \$9,900 due to revenues becoming available, with the associated expenses for activities not yet realized.)

OTHER REPORTS:

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

- Mr. Myers mentioned that this week the Iowa tests were taking place. Since these occur early in the school year, some material may not have yet been covered. Students are normed with other students from other schools that take the tests in similar time frame. Mrs. Ball added that some adjustments have been made to timing of covering certain subjects, based upon identified areas of focus for the tests.
- Mr. Myers also mentioned that the teacher evaluations were in process and were based on the Danielson framework. This format aligns to the state requirements for

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re-certification, which is required every five years. These evaluations require a substantial investment of time on the part of the principals.

- Mr. Myers noted that he and Mrs. Ball and Mrs. Vandercruyssen would all be at an Administrators conference October 11-13.
- Mr. Myers also noted that he learned that HFRS was the sixth largest Catholic elementary school in the state of Michigan.

Pastor's Report – Monsignor Mike Hrydziusko

- No report

Counselor's Report – Anne McLain

- Anne reported regarding the recent presentation given by Dr. McEvoy for both teachers and parents on the subject of bullying and meanness. Each child was exposed to the Dr. presentations twice.
- Anne provided some of the material share including information on *Target Hardening* and *Be a Good Bystander*, as well as an example of the Student Report Form to be used to report any bullying incidents.
- As a result of the workshops, several new initiatives are underway:
 - More frequent class meetings will be held.
 - More vigilant surveillance of “hot spots” (hallways, locker rooms, cafeteria)
 - Explanation of ratting vs. reporting to be rolled out to Middle School.
- Laura Benedict suggested that instructions be included in the form for more clear direction regarding how to complete and submit.
- Forms can be submitted to teachers and counselor and some attempt is planned to collect in a central location in order to identify specific trends (individuals, locations or situations)
- The cost of the program from Dr. McEvoy was about \$8,000 and general consensus was that this effort should be sustained in coming years.

COMMITTEE REPORTS:

Athletics Advisory Commission - (Lacey Salerno and Robert Zehnder)

- Meeting was held October 5. Chris xxx is the President of the AAC. And all program leads (for individual sports) are on the AAC.
- Efforts have been made to make the website for the AAC more user friendly.

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

- Meeting was held on September 28 and new officers were installed.
- Dad's club members met with Mr. Myers to discuss club mission and goals.
- Dad's club will work with the Advancement office to take a more active role in fundraising, targeting specific needs for the school. (Bowling team shirts and tents for track and cross country team were mentioned.)
- There is a desire to add some excitement to Spring Raffle with some creativity.
- Next meeting is October 19 at Wyngate CC

PTG - (Cynthia Coppin and Cheryl Garneau)

- Mention that there is a need for Co-Chair positions for some activities.
- Mom 2 Mom sale is not experiencing growth in profitability. (\$2800 this year)
- Profits from School Pack are encouraging.
- Some scheduling conflicts are currently under review:

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Kindergarten graduation conflicts with South Field Day and Cedar Point Trip (8th grade) conflicts with North Field Day.

- PTG has agreed to share some of their best practices with the Dad's club to promote some synergy between individual committees.
- Some better direction needed for 8th grade volunteers for Field Day.

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

- Review of By Laws is currently in process.

Fundraising Advisory Committee – (Marko Belej, Allan Kochanski and Laura Benedict and Brian Cherry)

- Marko indicated that the committee will plan to meet with the new Advancement Director in the near future, and suggested that the new Director attend School Board meetings if possible.
- Final result of financials for Golf Outing not yet available but projected to be less than target of \$35,000.
- The annual Gala will be February 10 at Cherry Creek.

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

- HVAC project at South campus not complete as planned due to warm weather; cooler weather needed to test system.
- Some issues are present with HVAV programming controls, and contractor will be encouraged to have greater sense of urgency, fund may be withheld to prompt better action. Temperature adjustment will have remote capability.
- Dead trees around the new field (under warranty) will be replaced in the spring.
- Used bleachers were located and will be shipped to the field.
- New hand dryers installed at North campus.

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

- Tony stated that the committee will be restructured to align with the goals of the board and other committees.

Technology Committee – (Tony Haddad and Sam Previti)

- Some hardware issues have been encountered due to issues with Windows 10.
- Some teachers not using EdLio particularly if Google classroom is used.
- Some Chromebooks need repaired but are out of warranty – some projects being dropped because of these issues.
- The question of why Chromebooks are used rather than Apple products. Response was that in the past there were issues with Java and some other products for Apple.
- Marge Ricker mentioned that a grid of users and applications would be useful to identify what applications are used and not used.

VIP – (Toni Rusch and Dave Stewart)

- Toni noted that a master data base for volunteering would be useful if the data for volunteers could be made available.
- It was also noted that Sign Up Genius is a useful source of information, but it does not capture all volunteer activities. (room mothers for example)

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Campus Ministry

- Meeting minutes September 28 were distributed, no other report was given.
- This committee is still seeking an HFRS School Board member to volunteer to be a part of the committee.

PARISH REPORTS:

St. Andrew – Paul Engel

- The need for a new roof and windows to address leaks will cost about \$250,000 over and above the planned new construction.
- Volunteers will be at mass services weekend of October 14-15 to support the HFRS Fall Appeal.

St. Mary of the Hills – Cheryl Garneau

- Mercy in Action activities are currently in process
- Make a Difference event will take place weekend of October 28-29, children in grades 1-5 will make relief bags and write notes for recent hurricane victims.
- Confirmation and First Communion meetings are taking place week of October 9.

St. Irenaeus – Kevin Kavanaugh

- On Thursday October 19 is a Works of Mercy event with pizza and salad to benefit the less fortunate.

St. John Fisher – Allan Kochanski

- Activities to support the Fall Appeal are taking place this week.

Sacred Heart – Toni Rusch

- Flu shots will be provided on October 21-22
- Four bible studies are currently in process.

OLD BUSINESS

None

NEW BUSINESS

- Allan Kochanski brought up a concern communicated to him by HFRS parents with regard to students from Oakland Christian school participating on the HFRS football team(s).
- Mr. Myers explained that Oakland Christian did not have enough students to field a team, so they asked to participate on teams from Holy Family and that this was allowable by CYO. Mr. Myers also explained that some other (Catholic) schools in the area had declined to allow the Oakland Christian students to participate.
- Bob Zehnder noted that CYO had been made aware of this, and that the Oakland Christian school students had not been recruited.
- Allan further noted that consideration should be given not only to the Letter of the Law but also to the Spirit of the law.
- Mr. Myers stated that this was basically an act of goodwill that also could result in attracting future students to HFRS, particularly if students from another school had a positive experience with HFRS.

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- It was also noted that, although non HFRS students do not pay tuition, all participants in an HFRS sports program pay the same fee to participate.

ADJOURNMENT

- Toni motioned to adjourn, Paul 2nd the motion, all approved at 9:04 pm

Upcoming Meeting:

Monday November 6, 2017 at South Campus