

Scotus Central Catholic Board of Education
Meeting Minutes
6/15/2017

Mike Novicki called the meeting to order at 6:32 p.m. Members present were: Fr. Ross Burkhalter, Joe Chohon, Sue Donoghue, Todd Duren, Lisa Kaslon, Jason Mielak, Mike Novicki, Clint Przymus, Kathy Steiner and Dr. Dale Zaruba. Absent members: Fr. Joe Miksch, Fr. Mike Swanton.

Administrators present were: Fr. Matt Capadano, Campus Minister, Merlin Lahm, Activities Director/Asst. Principal; Jeff Ohnoutka, President; and John Schueth, Development Director.

The meeting opened with prayer followed by the Pledge of Allegiance. Dr. Dale Zaruba moved and Clint Przymus seconded a motion to approve the agenda and the motion carried. Jason Mielak moved and Joe Chohon seconded a motion to excuse absent board members and the motion carried. The 5/18/2017 meeting minutes were approved as read.

HANDOUTS – Instructional Reading Level report from the Reading Committee

VISITOR RECOGNITION/CORRESPONDENCE/INTRODUCTIONS – Deb Ohnoutka, Scotus English teacher, representing the reading committee.

ADMINISTRATIVE REPORTS (in addition to submitted printed reports in board packets)

Mr. Lahm reported that Scotus won the combined boys and girls Class C NSAA Cup for the fourth year in row. This Nebraska School Activities Association honor is awarded based on the schools' success over the past year in athletics, journalism and in fine and performing arts programs. Points are awarded based on a school's state finish in a particular sport or activity and Scotus finished with 392.5 team points, 40 points better than runner-up Malcolm (352.5.) Kearney Catholic finished in third place with 347.5 points. At state track, the Scotus boys finished third in Class B and the girls team finished in 11th place. Joe Held stepped down from his position as Scotus' head volleyball coach and Janet Tooley will assume head coaching duties for varsity volleyball. And P.J. Miller will be the new boys' varsity soccer head coach after Jon Brezenski announced his retirement last month. Mr. Schueth did not have anything to add to his printed report. Mr. Ohnoutka reported that 20 students will not be returning to Scotus this fall: 8 who moved out of town, 2 to Aquinas, 3 to Lakeview and 7 to CHS (4 of the 7 had previously attended CHS.) From exit interviews none of the exiting students left because of the new CHS high school facility. Mr. Ohnoutka also commented that this fall the largest class at Scotus will be the 7th graders—with 70 students expected to enroll. He is also excited that several of our teachers are involved in professional development this summer and showing a desire to grow in their profession. And Mr. Ohnoutka hopes to seek and receive approval at the city council's early July meeting of Bierman Contracting's design for the new north parking lot. If approved, paving work would begin immediately.

OLD BUSINESS

None.

NEW BUSINESS

- A. Reading Report. Deb Ohnoutka provided a summary of the Instructional Reading Level report distributed to the board. The report showed the reading level of 7th grade classes at their point of entry to Scotus and then tracked progress made in reading levels after coursework at Scotus. For example the Class of 2020 entered Scotus in the 7th grade (fall 2014) with 36.3% of students reading at 2 or more years below grade level and 31.9% of the students reading at 2 or more years above grade level. At the conclusion of the Class of 2020's 9th grade year (May 2107) 16.4% were still reading at 2 or more years below grade level and 59.2% were reading 2 or more years above grade level. Test score reports for the Classes of 2021 and 2022 were also provided. Mrs. Ohnoutka added that in order to further address the reading needs of Scotus students, an 8th grade literature class has been added to the curriculum and the

Accelerated Reader program will become more robust with the addition of the AR360 program (which allows faculty to add supplemental reading to the student's current independent reading experience.)

- B. Lunch Price. Mr. Ohnoutka shared that the executive committee recommended that school lunch prices be increased by five cents per meal for the new school year. Lisa Kaslon moved and Kathy Steiner seconded a motion to increase the 2017-18 school lunch prices by five cents—bringing individual student meals to \$3.10 and adult meals to \$3.55. The motion carried. It was noted that the 2017-18 cafeteria budget will be completed by our new food service manager in July and it will be presented to the board at its August meeting.
- C. Preliminary General Budget. Mr. Ohnoutka presented the preliminary 2017-18 general budget of \$2.897 million dollars and based on a projected enrollment of 362 students. The budget will receive adjustments in the coming weeks and will be presented to the board in August for final approval.
- D. Handbook Changes. The board reviewed suggested changes to both the faculty and student/parent handbooks provided by Archdiocesan counsel, Pat Flood. Areas in the faculty handbook receiving particular attention were sections related to provisions of the Family Medical Leave Act. In the student handbook editing was most common in areas dealing with the use of technology, absenteeism & truancy and student medications. New forms were also provided by the attorney for the main office to use for students who are diabetic and asthmatic. Joe Chohon moved and Todd Duren seconded a motion to approve the revisions to the faculty and student/parent handbooks and the motion carried.
- E. HVAC Agreement with CMI. Mr. Ohnoutka presented a proposed contract with Control Management, Inc. to repair existing HVAC equipment in classrooms and offices, and upgrade the current 1990's system controller technology to present day standards at a cost of \$66,653. He added that in the future the individual room thermostats in the classrooms will be upgraded one floor at a time at an additional cost. The present annual service contract with CMI is not part of this proposal and will continue as a separate expense to the school. Jason Mielak moved and Sue Donoghue seconded a motion to approve the contract for repair and building controller upgrade at a cost of \$66,653 and the motion carried.

COMMITTEE REPORTS

- A. Finance Committee. Mr. Ohnoutka reviewed the May and year-to-date financial reports for the cafeteria and general fund. The school's cafeteria year-to-date figures show income \$3,658 above expectations and expenses at \$22,427 below expectations leaving a balance to date of \$26,085 on the plus side. On the income side, the general fund year-to-date figure is \$2,961 below budget and expenses are \$31,958 above expectations for a net income of \$34,919 on the negative side. Clint Przymus moved and Lisa Kaslon seconded a motion to approve the cafeteria and general fund budget report and the motion carried.

EXECUTIVE SESSION

Joe Chohon moved and Todd Duren seconded a motion to go into executive session and the motion carried at 7:45 p.m. Lisa Kaslon moved and Todd Duren seconded a motion to move out of executive session and the motion carried at 8:02 p.m.

ITEMS FOR FUTURE AGENDA

- A. Regular Meeting. The next meeting date will be on August 17, 2017 beginning at 6:30 p.m. The finance committee meeting will be at 6:00 pm.
- B. 2017-18 General Budget Approval
- C. 2017-18 Cafeteria Budget Approval
- D. Tuition Assistance Committee Report
- E. Officer Election

ROUNDTABLE

Announcements were made by board members.

Fr. Ross moved and Todd Duren seconded a motion to adjourn and the motion carried. The meeting adjourned at 8:05 p.m.

Respectfully Submitted,
John Schueth