

Scotus Central Catholic Board of Education  
Meeting Minutes  
2/21/2019

Sue Donoghue called the meeting to order at 6:32 p.m. Members present were: Fr. Ross Burkhalter, Fr. Joe Miksch, Fr. Mike Swanton, Sue Donoghue, Chris Hutchinson, Shannon Kosch, Jason Mielak, Clint Przymus, Kathy Steiner and Dr. Dale Zaruba. Absent: Tim Beaver, Lisa Kaslon.

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

The meeting opened with prayer followed by the Pledge of Allegiance. Jason Mielak moved and Fr. Mike seconded a motion to approve the agenda and the motion carried. The 1/17/2010 meeting minutes were approved as read.

HANDOUTS – Map of Lenovo locations in the school provided by the Technology Committee

VISITOR RECOGNITION/CORRESPONDENCE/INTRODUCTIONS – Amy Sokol was present as an observer, and faculty members Kristen Cox and Angie Rusher were present representing the Technology Committee and STO.

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

Mr. Lahm did not have anything to report. Mr. Schueth did not have anything to add to his printed report. Mr. Ohnoutka offered that Scotus is the only school in the archdiocese that has a fiscal year running from September to August. To come in line with all of the other archdiocesan entities, Scotus will be converting its fiscal year to July 1 – June 30 starting this July 1<sup>st</sup>. He also added that 150 students have signed up for a STEAM course this year and besides the new STEAM teaching position filled by Betsy Rall last fall, the course instruction has been absorbed by current faculty—sometimes using team teaching.

OLD BUSINESS      None

NEW BUSINESS

- A. Technology Committee Report. Angie Rusher provided a presentation for the technology committee, offering: 1) having Cody Nelson from ESU 7 as our technology support 2 days per week has been going well and a 5-year technology plan is being developed with Cody's help, 2) Scotus has made the following technology purchases in the last year, 24 Lenovos for the study hall, 11 DakTech computers for C Lab (bringing that lab's total to 22 computers for running Adobe Premiere in video production, computer science and computer aided design), 4 virtual reality computers in the STEAM Lab that can also be checked out to classrooms when needed, and 8 new laptops for teachers, 3) new courses in graphic design, CAD, computer science and video production were introduced into the curriculum and the use of various Microsoft Apps such as video (through which teachers record their lectures for replay), forms (for quizzes), Teams and OneDrive (for file sharing) are all commonly used, and 4) the music department uses MuseScore and OneDrive (by which students record their practices at home for teacher evaluation and take quizzes. In the coming months, the committee hopes to continue developments in the STEAM Lab, purchase 24 more Lenovos for classroom use and update the B computer lab where keyboarding, computer applications and accounting is taught. Mrs. Rusher also provided the board with copies of a classroom map showing where the current 300+ Lenovos are distributed.
- B. 2018-19 Calendar. Mr. Ohnoutka shared a few features of the proposed 2019-20 calendar including: faculty will attend a workshop on the Danielson Instructional Model at ESU 7 on Aug 6, faculty report for in-service on August 9, first day of school is on August 14, there will be a 5-day spring break running March 18-22 and finals will be on May 18 and 19. Jason Mielak moved and Clint Przymus seconded a motion to approve the 2019-20 schedule as presented and the motion carried.

## COMMITTEE REPORTS

- A. Finance Committee. Mr. Ohnoutka provided a review of the January financial reports for the Scotus general fund and cafeteria fund. The general fund ended the month \$16,849 below expectations and \$26,841 below year-to-date expectations mostly due to the timing of parent tuition payments and higher than expected expenses in maintenance & repairs, substitute teaching and bus transportation. Mr. Ohnoutka added that he has not introduced into the general fund budgeted income resources from the ACNM endowed fund (\$78,000) or building improvement fund (\$34,536) citing that he will tap into these funds only when it is needed. Dr. Zaruba moved and Kathy Steiner seconded a motion to approve the general fund budget report and the motion carried. Mr. Ohnoutka reported that the cafeteria fund ended the month \$15,729 below expectations but it was \$8,400 above year-to-date expectations mostly due to lower than expected expenses in freight, food and maintenance/repairs. Fr. Joe moved and Dr. Zaruba seconded the motion to approve the cafeteria budget report and the motion carried.

## EXECUTIVE SESSION

Fr. Joe moved and Fr. Ross seconded a motion to move into executive session to discuss professional contracts for the 2019-20 school year. The motion carried at 7:06 p.m. Fr. Joe moved and Fr. Ross seconded a motion to move out of executive session and the motion carried at 7:26 p.m. Clint Przymus moved and Chris Hutchinson seconded a motion to offer professional contracts to the development director, assistant principals and teaching staff and the motion carried.

## ITEMS FOR FUTURE AGENDA

- A. Regular Meeting. The next meeting date it tentatively moved from the regular date, March 21, to March 14, 2019 beginning at 6:30 p.m. with the finance committee meeting held at 6:00 p.m.
- B. Facility Report

## ROUNDTABLE

Announcements were made by board members.

Fr. Joe moved and Fr. Ross seconded a motion to adjourn and the motion carried. The meeting adjourned at 7:31 p.m.

Respectfully Submitted,  
John Schueth