

Scotus Central Catholic Board of Education  
Meeting Minutes  
4/11/2019

Sue Donoghue called the meeting to order at 6:31 p.m. Members present were: Fr. Ross Burkhalter, Fr. Mike Swanton, Tim Beaver, Sue Donoghue, Chris Hutchinson, Lisa Kaslon, Jason Mielak, Clint Przymus, Kathy Steiner and Dr. Dale Zaruba. Absent: Fr. Joe Miksch, Shannon Kosch.

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

The meeting opened with prayer followed by the Pledge of Allegiance. Clint Przymus moved and Dr. Zaruba seconded a motion to approve the agenda and the motion carried. The 2/21/2010 meeting minutes were approved as read. (Note: the March 14 meeting was cancelled.) Dr. Zaruba moved and Lisa Kaslon seconded a motion to excuse absent board members and the motion carried.

HANDOUTS – None

VISITOR RECOGNITION/CORRESPONDENCE/INTRODUCTIONS – Scotus faculty Kelly Koranda and Becki Zanardi were present representing the Writing Committee and STO.

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

Mr. Lahm shared that the speech team qualified 10 students for state competition, District music competition was currently underway, State Journalism takes place next Tuesday, the achievement program is set for May 1<sup>st</sup> and the athletic program (no banquet) will be on May 7<sup>th</sup>. Scotus hosts conference track on April 27 and district track on May 9. Mr. Schueth reported preliminary numbers for the Gala citing an estimated net for the general fund of \$190,000 and an estimated \$29,000 in donations for the portable STEAM Lab along with the donation of a new and completely fitted out trailer with decals from B-D Construction, Inc. Mr. Ohnoutka reported that in response to the school's loss of a priest to serve as campus minister, the Catholic Identity Core Group is working on a plan and a handbook for how the school will address our Catholic identity and provide a rich Catholic experience for our students. The architects' facility assessment report is being developed and they plan to interview members of the school board on April 29<sup>th</sup> at 1:00 pm in the Little Theater. On the afternoon of April 5<sup>th</sup> Scotus faculty performed community service in various places in Columbus and it was successful. The Prom went very well and almost all of the students stayed for the full evening. Mr. Ohnoutka also met with school board members from the Catholic elementary schools to discuss strategic planning concerning facilities and enrollment, and he will conduct meetings for each parish on the same topic later this summer. And at present the school does not anticipate any faculty vacancies.

OLD BUSINESS None

NEW BUSINESS

- A. Writing Committee Report. Kelly Koranda and Becki Zanardi offered that the Writing Committee's main goal is to ensure that writing is being taught across the entire curriculum using the 6-Traits writing process. Students in 7<sup>th</sup>-9<sup>th</sup> grades submit descriptive essays and students in 10<sup>th</sup>-11<sup>th</sup> grades submit persuasive essays that are evaluated on a single day by teams made from the entire Scotus faculty. The board received a score report in their meeting packets for this year's writing evaluations comparing results with 2018 scores. The reports were reviewed without discussion. It was noted that motivating students to perform well on the writing samples is challenging since students don't always see this activity as purposeful.
- B. Admission Fees for 2019-20 Activities. Lisa Kaslon moved and Jason Mielak seconded a motion to raise admission fees for activities from \$5 for adults/\$4 for students to \$6 for adults/\$4 for students for the 2019-20 school year. The motion carried. The will bring Scotus' fees in line with other schools in the conference.

- C. Facility Report. Mr. Ohnoutka reported that most of the hallways now have LED lighting and all of the classrooms have the newly installed HVAC controllers. LED lighting will be added to the Dowd Center and some classrooms will receive new painting, flooring and storage furnishings. The girls' locker room will also receive new fans and flooring this summer.
- D. New Budget Process. Mr. Ohnoutka shared that Scotus will move from a September-August fiscal year to a July-June fiscal year. This will put the school on the same fiscal year as all of the other parishes and schools in the Archdiocese. In addition, the school's cafeteria budget will merge with the general fund budget. As a result of these changes, the board will receive a proposed budget for fiscal 2019-20 at the May meeting and will need to approve the budget in the June meeting.

#### COMMITTEE REPORTS

- A. Finance Committee. Mr. Ohnoutka provided a review of the March financial reports for the Scotus general fund and cafeteria fund. Mr. Ohnoutka reported that the cafeteria fund ended the month \$12,976 above expectations and \$5,618 above year-to-date expectations. Clint Przymus moved and Tim Beaver seconded a motion to approve the cafeteria budget report and the motion carried. The general fund ended the month \$3,006 above expectations and \$46,374 below year-to-date expectations. Tim Beaver moved and Kathy Steiner seconded a motion to approve the general fund budget report and the motion carried.

#### EXECUTIVE SESSION Not conducted

#### ITEMS FOR FUTURE AGENDA

- A. Regular Meeting. The next meeting is scheduled for May 16, 2019 beginning at 6:30 p.m. with the finance committee meeting held at 6:00 p.m.
- B. Student Handbook Update
- C. 2019-20 Budget Preview

#### ROUNDTABLE

Announcements were made by board members.

In Fr. Joe's absence, Fr. Ross moved and Fr. Mike seconded a motion to adjourn and the motion carried. The meeting adjourned at 7:41 p.m.

Respectfully Submitted,  
John Schueth