

LIMA CENTRAL CATHOLIC BOARD OF TRUSTEES

Thursday, February 23, 2017

5:30PM

Great Hall, LCC

Members Present: Jeff Oravitz, Walt Klimaski, Faith Cummings, Danielle Foster, Scott Sherrick, Jamey Skinner, Jan Acerro, Dave Seffernick, John Neville and Fr. Jim Szobonya

Guests Present: Connie McCain, Stephanie Williams

Prayer: Given by Walt Klimaski

The meeting called to order at 5:32pm

Minutes from the 1-25-17 Meeting: Motion to accept and approve January meeting minutes made by Danielle Foster, seconded by Jamey Skinner; all in favor - approved

President's Report:

- 1) Evening with the Admiral Event on March 30th, please make plans to attend if possible.
There are approximately 100 tickets remaining.
- 2) The Hall of Fame Banquet on February 24th is sold out
- 3) Fr. Kent Kaufman's father has passed and LCC has made a donation in his memory.

Academic Affairs

- 1) One time a month, the staff meets for faith formation. Our priests from St. Gerard have met with the faculty and Deacon Minnich has also done a presentation for the Staff.
- 2) LCC has begun scheduling for the 2017-2018 school year.
- 3) If 80 or more students register for the freshman class next school year, LCC may have to hire another part-time teacher.
- 4) Every teacher has signed their intent to return to LCC next year, marking the first 100% retention event in many years.

Strategic Planning

Administrative Structure Recommendation

Walt is retiring from LCC completely after a very successful career in Catholic education. We will miss him and his hard work with our school and our Governing Board.

- a) Circulated the proposed LCC Organizational Chart from the Mission/Policy committee.
- b) Reviewed the Principal/Chief Executive Officer and the Finance Administrator Position Descriptions
 - ~ Finance Administrator should be evaluated annually
 - ~ Faculty and staff should be evaluated per State and Diocesan policies
 - ~ Guidance Counselor should be evaluated by the Public Schools
 - ~ Descriptions should have the "catch-all" phrase and a line for signature and date
 - ~ These descriptions were very well written only to amend as discussed

Motion to approve the LCC Organizational Chart, the Principal/Chief Executive Officer and Finance Administrator Position Descriptions as discussed and with amendments made through discussion, by Danielle Foster, Seconded by Faith Cummings; all in favor – approved

- c) Walt speaks highly of Stephanie Williams and that she is ready for the role of principal and he will give her the highest of recommendations.

John Neville makes motion to hire Stephanie Williams as LCC High School Principal, effective immediately, Danielle Foster seconded; all in favor – approved.

- d) This is a one year contract per Diocesan guidelines.
- e) The current LCC team is the best teaching staff the school has seen in a very long time; teachers are receptive to professional development.

Committees

A) Academic Affairs: The next meeting will be held March 14, 2017

B) Building & Grounds:

- 1) The new building cleaning company has been hired and has started.
- 2) Still working on security issues in parts of the campus.
- 3) Lighting in the new gym is coming together; more than half of the funds have been raised and Sidney Electric will need a week to replace the lighting once the project starts.
- 4) Mowing bids are due tomorrow, February 24th
- 5) Concession stand will be moved closer to the ball diamond.
- 6) Bids to be submitted for regrade of the wetland soccer field and regrade/re-crown the football field.
- 7) Met with teachers today after school to discuss classroom maintenance.

C) Finance:

- 1) Circulated meeting minutes from 2-21-17 which were passed and reviewed.
 - a) John will continue to work on reserve policy for review by Board at March meeting.
 - b) Discussion regarding the reconciliations done by Connie, and double-checked by Mark McKinley the Finance Committee Chair.
 - c) Connie will be applying financial training to day-to day activities and financials.

D) LCC Foundation / Fundraising:

- 1) Fundraising is doing very well and is close to achieving its annual fund goal.

E) Marketing/Development/Communications:

- a) Current enrollment is at 283 with Kayla, Cami and Karen working well to add students.
- b) 92% of student body is already receiving student aid in one way or another (i.e.: ed-choice, parish money, scholarships) with 8% not receiving any assistance at all so it was suggested to look at the possibility of giving this 8% a scholarship/reward for families who aren't otherwise eligible for scholarships.
- c) Kayla has the web site completed and it will be released when approved.

F) Mission, Policy & Board Governance:

- 1) The reserve policy is currently being worked on, as well as job descriptions for subordinates which will be finalized by the end of the school year.
- 2) The drug policy needs to be completed or a decision about the policy needs to be addressed before the beginning of the 2017-2018 school year.
 - a) The possibility of Marketing Research of the drug testing policy was discussed. Some ideas are to utilize Survey Monkey or hold focus meetings.
 - b) John and Stephanie will be meeting with Michael Schoenhoffer and will ask if he would be willing to address the drug testing policy with the board.
 - c) There are other schools that are utilizing the drug testing policy.

Old Business

New Business

- 1) Budget needs to be approved in the April meeting.

Closing prayer: Given by Dave Seffernick

Meeting adjourned at 6:52pm

*** NEXT MEETING: Thursday, March 23, 2017 at 5:30pm at LCC in the Quatman Room ***