

## **Bishop Leibold School Advisory Board**

Meeting Agenda, November 16, 2021

Fr. Jim Romanello, Pastor  
Fr. Jerome Bishop (excused)  
Fr. Jim Manning (excused)  
Dr. Wallace, Principal

Andrew Rathweg, Pres. (excused)  
Katie Bach, VP (excused)  
Mike Schmitz, Treasurer  
Morgan Pickerrell, Secretary  
Eric Boston (absent)  
Diana Kessio (PTO)  
Greg Thompson (Athletics)  
(excused)  
Bob Gutendorf  
Whitney Moore  
Gretchen Sabin  
Amanda Mascarenhas

### **1. CALL TO ORDER**

- 1.1. Opening Prayer
- 1.2. Roll Call
- 1.3. Introduction of visitors and new board members
- 1.4. Approval of minutes (Whitney 1<sup>st</sup>, Bob 2<sup>nd</sup>)

### **2. REPORTS**

#### 2.1. Treasurer Report – Mike Schmitz

2.1.1. Budget 2021-2022 – basically break even through end of year. Results as expected through September 2021.

2.1.2. Audit recommendations underway on how tuition and enrollment are recorded. Potential to see fluctuations as quarterly tuition comes due, versus monthly, etc.

2.1.3. Tuition – nothing new to report at this point. Goal to keep tuition increase at or below 5% increase while looking to offset as much as possible through other revenue streams.

2.1.4. Enrollment at 343, +1 v plan.

#### 2.2. Liaison Reports

##### 2.2.1. PTO - Diana Kessio

2.2.1.1. Teacher Dinner for conferences provided at both campuses.

2.2.1.2. Donuts with Dad held virtually Friday 11/12/21

2.2.1.3. Christmas Party prep begins – party in a box per classroom will be the plan. Diana is working to fill homeroom parent gaps. Parties in a box will be pulled together by Diana and Lauren. Will cater content to each grade level.

2.2.2. Athletics – Greg Thompson

2.2.2.1. Basketball season underway. Complaints surrounding gym floor starting to roll in. Per Father Jim, we will add the gym floor to the list of potential campus improvements that is currently being pulled together for 2022.

2.2.2.2. Not enough interest in cheerleading, we will not put a squad together this year.

2.2.2.3. Volleyball and intramural basketball signups will start in the next few weeks.

2.2.3. Principal's Report – Dr. Wallace

2.2.3.1. Dr Wallace is looking for feedback on the communication that came home regarding the information on specific strategies that are being used to challenge the "High Flyers" (assessments above grade level) in their classes. He will reach out to families.

2.2.3.2. Question around Kindergarten enrollment from Mike – tours underway. Typically start to see an uptick in traffic in January.

2.2.3.3. Question surrounding BLS drop off in enrollment; Dr. Wallace notes typical annual attrition typically around 9-10%, working on enrollment strategies. Firming up exit interviews to pull informed attrition strategies together. No noteworthy, specific grade level challenges to share tonight, will plan to share more information next month

2.2.3.4. Meeting with the Fire Marshall regarding OLGH campus alarms; sensor upgrade/repair to help to mitigate unplanned alarms.

2.2.3.5. January 13<sup>th</sup> is the final day of the 2<sup>nd</sup> Quarter.

2.2.4. Pastor's Reports – Father Jim Romanello

2.2.4.1. Communications Coordinator hired for St. Henry; this individual will be part time to start and will migrate to full time once the Beacons of Light Parish Family implementations begin.

### 3. OPEN ITEMS

1.1. Path Forward Team Update

1.1.1. 6 cases since our last board meeting in October.

1.1.2. We will continue to stay the course with current masking and other protocols through thanksgiving holiday and Christmas holidays. Revisit at the December board meeting.

1.2. Beacons of Light Update

1.2.1. Parish family designation was set to be finalized by Thanksgiving; with 7000 feedback contributions, the goal is to finalize families by early December. Priest assignments complete and communicated by February. Goal of July 1 to be operational as new Parish Families.

1.3. 6<sup>th</sup> & 7<sup>th</sup> Grade Camp Kern Trips – each grade has tentative dates in the spring.

1.4. Traditional 8<sup>th</sup> Grade Activities

1.4.1. Poinsettia sales underway! November 22<sup>nd</sup> deadline for orders, delivery on Nov 30<sup>th</sup>.

1.5. 2022-2023 Tuition – discuss at next meeting. Mike and team are working to maximize other revenue sources prior to touching tuition.

**2. NEW BUSINESS** – No new business.

**3. CLOSING PRAYER/MEETING ADJOURNMENT**

**Next Meeting: Tuesday, December 14<sup>th</sup>, 2021 at 7:00pm, via Google Meet**