

**BCACS School Board Meeting Minutes**  
 Wednesday, November 17, 2020

<b>Attendees:</b>		
Patrick Downey	Sara Myers	Katie Reed
Vicky Groat	Abby Lumbard	Father Chris
Ed Bauman	Cathy Erskine	Abbie Brennan
Andy Yockey	Jon Galbreath	Ann Gallagher
Jim Miller		
<b>Absent:</b>		
Nicole Stevens		
<b>Guests:</b>		
	Kelly Francisco	Brandy Currie
Fernando Rosa		

The Board met virtually via Zoom

Meeting on Wednesday, November 17, 2020 started at 5:30pm, called to order by Pat Downey

Opening Prayer: Father Chris

**Board Process**

**Approval of Minutes**

- October’s Minutes and Agenda were approved.

**Technology:**

- High School and Middle School are currently attending classes virtually. St. Philip Catholic Central High School began virtual learning per State of Michigan’s orders on 11/18. Cypher Technology was on site to provide support, but all went well. St. Joseph Middle School has been attending virtually due to positive COVID cases. No tech issues reported.
- Chromebooks which were ordered over the summer should arrive prior to Christmas. Once all arrive, the high school students will have all new chromebooks, grades three through eight will use former high school chromebooks and grades TK-second will all have ipads
- In the meantime, some extra devices are available to lend as needed.

## **BCACS School Board Meeting Minutes**

Wednesday, November 17, 2020

### **Finance:**

- The initial 2020-2021 BCACS budget indicated a deficit of \$165,000. With cash reserves of \$150,000, the gap will be close to covering the deficit. However, additional expenses due to COVID may reach up to \$40,000 additional dollars needed, mainly for technology resources. A clearer financial picture should be evident by January 2021.
- The BCACS Foundation has continued to provide both subsidy and grant support.
- Annual fundraisers are currently paused.

### **Marketing and Communication**

Identified five goals for the 2020-2021 school year:

1. Add a new BCACS group for our families to utilize on Facebook. Its' intent is to allow families to build relationships, share positive stories, ask questions, etc..
2. Form a group of Parent Ambassadors to welcome and support new families.
3. Work on a campaign to recruit additional substitute teachers
4. Revive the BCACS quarterly newsletter.
5. Will auto-enroll all current students for the 2021-2022 school year around Catholic Schools Week at the end of January. This will help to eliminate those who are slow to complete enrollment.

\*Additionally, we plan to do a walk through at each school to make certain that each school feels welcoming, is in good repair, and attractive to potential families as they tour. Findings from walk through at St. Philip included the following recommendations:

1. Repaint hallways in brighter tones, coordinating with the floors.
2. Add art which conveys Catholic Identity, student art, school spirit and pride.
3. Replace broken ceiling tiles.
4. Additional lighting in hallway between Alumni Room and office.

### **Administrative reports**

- The elementary and middle schools (high school is currently mandated to virtual learning by the State) will learn virtually for the week following Thanksgiving to avoid high risk exposure. Consideration is being given to follow the same protocol the week following Christmas break. Extra devices will be made available to students as needed. Teachers will be instructing from the school buildings.
- Keeping the fully staffed has proven to be a challenge, as is the shortage of substitute teachers.

### **Committees**

- Additional members are needed for the committees working for the Advisory Board. Current members should personally reach out to invite BCACS parents to join committees

### **Accreditation and Policy Report**

- Focus on accreditation results and goals will be discussed at future meetings.

### **Foundation Report**

- The BCACS Foundation's Annual Fund Drive is at \$60,000 with a goal of \$250,000. A donor has come forward with a Holiday Match Challenge of up to \$20,000. The challenge will run through December 31, 2020.

Meeting was adjourned at 6:45pm

Next meeting: Tuesday, December 22, 2020