

Archbishop Murphy High School

Board of Trustees minutes

October 17, 2018

Present: Millie Judge, Jeff Cymbaluk, Deacon Dennis Kelly, Jessica Gurley, Bridget Rauvola, Mark Howley, Kathy Wartelle, Bret Carlton, Alex Crane, Mary Knox, Steve Schmutz, Karen Tarabochia, Talia Mahnke, Brian Murphy (via Phone), Shannon O'Kelley, Pat Sievers, Duane Schireman

Absent: Sue Adams, Rich Bacigalupi, Fr. Hans Olson, Larry Moore

Deacon Dennis led the meeting in prayer.

- I. Millie Judge submitted the September minutes for approval.
- II. School reports
 - A. Dr. Gail Wellenstein presented on the AMHS Health Studies program.
 - The board viewed her power point prior to the meeting. The program is now in year 2 with over 30 total students. Gail spoke to the program fee, which covers field trips, curriculum and resources for books and online materials. The Project Lead the Way curriculum for second year students focuses on the aspects of a crime scene. Guest speakers have included Providence CFO Scott Coombs. The program received a \$2000 grant from the Mill Creek Rotary last year.
 - B. Alex Crane shared highlights of the past month including the Mock Trial trip to Harvard University, the Fine Arts Crab Feed.
 - Tarzan is this year's musical
 - the upcoming Fall Play
 - the debut of the AMHS Marching Band on October 5 and the upcoming spring break trip for the band to perform in Disneyland
 - positive start to the Wesco league for fall sports, and the positive WIAA audit which was discussed at the recent Wesco AD meeting.
- III. Vince Dahlen presented the results of the school's annual financial audit which included comparable data for AMHS, Blanchet, and Eastside Catholic. They also emphasized the need for the school to build reserves which was appreciated by board members.
 - Overall, the audited financial statements do not have any significant changes from the prior year.

- The draft of the financials was presented in detail to the Finance Committee on October 9th and approved by the committee. Therefore, the draft was not presented in detail with the board.
- Mary Knox was acknowledged for her work on the audit which was given high marks from Vine Dahlen.

IV. Committees

- A. Governance: The board discussed the lower field project which is a part of the agreement for the Wesco league membership. The agreement calls for AMHS to submit a plan in the spring of 2019 to lower field improvements including visiting bleachers, lower field restrooms and locker rooms, and covered bleachers. Once the plan is submitted, AMHS will have five years to complete the project. Steve and Jeff updated the board on the December 7 DREAM auction.
- B. Finance: Mary gave a quick report on the September financial statements. Through 9/30/18, revenues continue to be above budget and expenses to be below budget. The school is in a positive cash flow position and has forecasted reserves at the end of the year.
- C. Advancement: Steve Schmutz shared highlights from the Advancement Committee including the large number of shadow visitors for admissions. The group discussed establishing benchmarks for enrollment and tuition assistance. The Everett Herald recently ran a Super Kid profile on senior Anthony Damitio. Steve shared updates on fundraising for the Annual Fund and business partners as well as the potential of matching donations.
- D. Innovation and Planning: Pat Sievers reported on committee work focused on the Graduation Outcomes (project led by Brian Murphy) and the school Mission Statement (project led by Mark Howley). Pat also discussed the need for a facilities reserve fund for future facility needs.
- E. Spirituality and Wellness: Duane Schireman reported on the addition of new members to the committee. The group has created an action plan with dates for completion. They will put out a report in January with updates. The committee is looking to put a large area of focus on emotional wellness with the student body and share the results of the student survey with students and parents.
- F. Executive session: The board met following the conclusion of the meeting.

Meeting adjourned at 8:30pm