

MINUTES
AMHS Board of Trustees Meeting
April 22, 2020

Present: Millie Judge, Jeff Cymbaluk, Larry Moore, Sue Adams, Bill Brooking, Rich Bacigalupi, Kathy Wartelle, Steve Schmutz, Alicia Mitchell, Brian Murphy, Brett Carlton, Mary Kelly, Mytyl Hernandez, Talia Manhke, Duane Schireman, Joan Ritter, Jessica Gurley, Terri Fewel

Absent: Mark Howley, Shannon O’Kelley, Bridget Rauvola, Pat Sievers

Opening Prayer—Duane Schireman

Roll call— Sue Adams called the roll and a quorum was declared.

Approval of Minutes—**The board approved minutes from the February meeting** of the Board of Trustees.

School Report – Alicia Mitchell

The students, faculty and staff have adjusted well to the new distance learning environment as a result of COVID-19 and the announcement of school closures in Washington State through the end of the academic year. A survey was sent to families requesting feedback about distance learning plans and adjustments are in the process of being made as a result of this input. Increased social interaction and video learning will be a part of the solution moving forward. The Office for Catholic Schools has been an incredible support to our administration during this time.

Governance Committee – Steve Schmutz

The deadline for re-enrollment was extended to April 24th. Total registrations to date are 386 students. An update will be sent out to the board after the Friday deadline. Steve launched a successful communications outreach in April to connect with all families and primarily those still in the re-enrollment process.

Finance Committee – Jeff Cymbaluk & Joan Ritter

The school received a PPP (Payroll Protection Program)/Small Business Association loan through Coastal Community Bank. This government loan is meant to cover wages, rent, mortgage and utilities during the COVID-19 health crisis. The loan amount was calculated based on eight weeks of school expenses. If 75% of the funds are used for wages and AMHS employment levels do not change, the loan is forgivable. The money will be used primarily for staff wages with the plan to potentially free up funds for anticipated additional tuition assistance needs. Joan reported that most refunds for cancelled events like Prom have been received and we will have some additional savings related to school supplies, facilities, and athletics. The school will most likely issue refunds for graduation although some of the money may be used for an end of the year celebration and/or towards a gift to the school on behalf of the class of 2020.

Spirituality, Health and Wellness Committee – Duane Schireman

The kitchen and campus ministry projects are on hold. Service hour requirements for the year were cancelled as well as the Kairos retreat. Next year service hours will be tracked via a new tool call MobileServe. The counselling office has been focused on technology connectivity and reaching out to all students. The ASB class officers are providing motivational activities throughout the week for students.

Advancement Committee – Shannon O’Kelley

The STAR event will be held online May 15 using the Greater Giving platform. The event will include an online auction and an online link to donate towards tuition assistance and well as a recorded video message from keynote speaker Fr. Justin Ryan (’06).

Alumni Relations Committee –Talia Manhke

Most alumni events have been cancelled. The planned garage sale has been postponed to the Fall and an Aquasox game and possible car show are tentatively planned for later this summer. The John Martens scholarship has been kicked off with applications accepted from current junior students through May 8th.

The next board meeting will be on May 20, 2020.