

MINUTES
AMHS Board of Trustees Meeting
August 19, 2020

Present: Sue Adams, Rich Bacigalupi, Bill Brooking, Brett Carlton, Terri Fewel, Jessica Gurley, Mytyl Hernandez, Millie Judge, Mary Kelly, Talia Manhke, Alicia Mitchell, Larry Moore, Brian Murphy, Shannon O’Kelley, Joan Ritter, Steve Schmutz

Absent: Jeff Cymbaluk, Mark Howley, Bridget Rauvola, Pat Sievers

Opening Prayer—Steve Schmutz.

Roll call— Steve Schmutz called the roll and a quorum was declared.

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

School Report – Alicia Mitchell

After a recommendation earlier this month from Governor Inslee and OSPI (Office of Superintendent of Public Instruction) to begin school online in areas with higher rates of COVID-19 cases, the Office for Catholic Schools drafted a letter encouraging the 74 Catholic schools in our area to follow this recommendation. The Board voted and made the decision to start AMHS online with a plan to move to on campus learning as soon as possible. While online, students will follow a regular daily schedule adhering to the Red/Black calendar with classes taught live through Zoom. Classes will begin on Tuesday, August 25th with a virtual Link Day scheduled for the freshman class on Friday, August 21st. Town Hall Meetings were also held this month to present plans for online instruction and answer questions from parents/guardians and students.

Finance/Governance Committee – Millie Judge, Rich Bacigalupi, Joan Ritter

Joan will send a revised draft of the 2020-21 budget to the Board this week by email with adjustments made reflecting online learning. Several items were presented to the board for approval/review:

- The Finance Committee recommended that we offer a 2020-21 tuition rebate/credit for 2.86% per semester per student (5.72% annually) while school is online. This amounts to \$500 for each student per semester but students on tuition assistance will only receive a rebate on the portion of their tuition payment that is not financial aid. Families can also opt out of their rebate and would be eligible for a donation credit towards the annual fund. **The recommended rebate/credit was approved by the board.**
- The Board discussed the need to put money into reserves for the 2020-21 school year. **The Board approved the addition of \$250K to the operations account and \$100K to the facilities account.**
- The Finance Committee requested approval for a new custodial service contract with Crazy Clean which will save ~\$3K per month. **The Board approved this contract, and Steve will ensure that their pricing reflects the anticipated reduced cost for custodial services when school is online.** The Board also approved this contract with only two bids and noted this was a modification to our regular process of requiring three bids for new projects. Also, the custodian

position recently vacated by Judy Linscott will not be filled until we resume in person instruction.

Spirituality, Health and Wellness Committee – Sue Adams

New representatives have been added to the SHW Committee from ASB and the Academic Resource Center. The committee is being fiscally responsible and spending only on digitally delivered SEL (social-emotional learning)/spirituality student support programs for 2020-21. A letter will be sent to all Fund a Need auction donors to let them know the status of committee projects and our approach for the year. The Counseling Department has added a part-time College Support Assistant to enhance the SEL components of our counseling team. In addition, a professional development company called CharacterStrong (SEL curriculum) is being evaluated as a possible counseling tool. The ASB is focused on communication, student engagement and recognition during online instruction. A weekly email for students will be sent (like the weekly family “News for the AMHS Community” email) as well as the use of Instagram for live stream announcements and online spirit days. SHW events planned for September and October will cover topics like student anxiety and becoming a successful student online.

Planning and Innovation Committee – Rich Bacigalupi

New laptops were ordered for all faculty to ensure technology consistency and reliability during online instruction. Rex Lewandowski and his team have also been working on several facilities projects this summer which were approved by the Board in June. This included improvement to the exterior of Holy Cross Hall and stadium improvements including a new stairway, lighting, and visiting team bleacher improvements. His team also completed carpet and flooring work related to water damage from this past winter. In addition, Reagan Corwin with Hargis Consulting Engineers presented recommendations for improving air quality promoting a safer environment at AMHS. Rex will also follow up with our current HVAC vendor to test and potentially adjust our system and upgrade our current air filters.

Advancement Committee – Steve Schmutz, Rich Bacigalupi, Shannon O’Kelley

458 students are enrolled for 2020-21 (including 15 international students). The Admissions Office continues to see tours (both virtual and in-person), applications and general inquiries. The 2020 DREAM Auction will be a virtual event on November 14th and the team is working with Bella Notte auction services again this year. Rich Bacigalupi will serve as the lead auction advisor and Shannon O’Kelley has agreed to be our auctioneer. The Fund a Need will be technology and the video for this portion of the program will feature 2016 graduate Sam Myers, our first virtual learner.

Alumni Relations Committee –Talia Manhke

Claire Feeny, who was recently responsible for initiating a project to install a new memorial bench in honor of Kristi Bartz, will be asked to be a new member of the Alumni Relations Committee. The committee may sponsor one of the live DREAM Auction items. Most alumni projects and events are on hold due to COVID-19. The committee hopes to hold homecoming events in the spring and the garage sale event is also on hold until further notice.

The next board meeting will be on September 16, 2020.