

MINUTES
AMHS Board of Trustees Meeting
February 17, 2021

Present: Sue Adams, Rich Bacigalupi, Bill Brooking, Jeff Cymbaluk, Jessica Gurley, Mytyl Hernandez, Millie Judge, Mary Kelly, Talia Manhke, Larry Moore, Brian Murphy, Joan Ritter, Steve Schmutz

Absent: Brett Carlton, Terri Fewel, Mark Howley, Alicia Mitchell, Shannon O’Kelley, Bridget Rauvola, Pat Sievers

Opening Prayer – Steve Schmutz

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

Approval of Minutes – **The Board approved the minutes from the November meeting** of the Board of Trustees.

School Report – Steve Schmutz for Alicia Mitchell

With the continued success of hybrid learning, students will have the option to attend school five days a week beginning in March until spring break. So far 200 students have signed up for this option although the specifics of this plan will be communicated again to parents to make sure all understand students are committing to attend school in person five days per week. Catholic Schools Week was held January 31st through February 6th. Chess Club and Mock Trial have qualified for State and the Robotics team is working on the virtual build of their project for an upcoming regional competition. Wesco Conference athletics are underway with three seasons planned through the end of the school year and the first games starting in March. End of year events are being planned to include the possibility of the first outdoor graduation ceremony on the athletic field.

Governance – Jeff Cymbaluk, Steve Schmutz

Board members will be asked about their intention to return for the 2021-22 school year and some new appointments from current committees will be considered at the June BOT meeting. The Spirituality, Health and Wellness Committee article is live on the Seattle Times website as well as a 30-day promotional campaign through social media, email, and our website. We are waiting to find out about Washington state’s vaccine distribution plans for educators. The current enrollment is 464 with the addition of eight transfer students at the beginning of second semester. All Board members were reminded to provide input for AMHS’s next strategic plan by replying to Steve’s questions in the February Board packet.

Finance Committee – Millie Judge, Joan Ritter

Joan reviewed the balance sheet and P&L data with the Board which now includes the COVID-19 relief SBA PPP funds which were fully forgiven. Any remaining capital repair funds left from the flood damage insurance claim will be moved to the capital repairs reserve account. Family registration fees will continue to be applied to the first tuition payment. The 2021-22 budget draft will be set at an

enrollment of 465 students and will be reviewed with the Board in April. The committee also recommended increasing fundraising goals for 2021-22 to match performance in recent years.

Spirituality, Health and Wellness Committee – Sue Adams

The four-week pilot lunch program with The Catering Company is underway with 98 families signed up to purchase meals online via our website. A free/reduced lunch option and donation program is also part of this program. The success of the program will be evaluated in early March. Funding for renovations to the campus ministry offices, athletic hallway, and cafeteria were approved and work is underway (see Planning and Innovation Committee summary for more information). The Center for Respect is a new program being considered by AMHS to provide several virtual events for parents and students on topics such as sexual assault, relationships, and substance abuse.

Planning and Innovation Committee – Steve Schmutz for Pat Sievers

Improvements to the Campus Ministry office are underway including demolition of the existing space, painting and locker removal for the nano wall. Work will continue in this area as well as in the athletic hallway with the installation of a ticket window just outside the gym, and in the kitchen with the addition of two roll up doors and new countertops.

Advancement Committee – Steve Schmutz for Shannon O’Kelley

Lauren Lee was welcomed to the Advancement Committee as Shannon Reese’s replacement. In addition to the Seattle Times article covering the SHW Committee and social media promotion campaign, upcoming marketing efforts include an ad in the April edition of NW Catholic and a postcard mailing in February promoting information sessions. Development has reserved the Angel of the Winds Area in Everett on November 12th or 13th for the 2021 DREAM Auction. The STAR tuition assistance event will be held virtually May 6th through 11th with a focus on alumni in health care, Dr. Wellenstein, and the health studies program. Admissions acceptance letters were sent last week, and course registration is being held on campus the last week of February (with a virtual option available as well).

Alumni Relations Committee –Talia Manhke

The Alumni Relations Committee is funding a classroom tribute plaque for former teacher Jim Leonard which will be installed in Jim’s classroom in Grace Hall. There will be a tribute for Jim in the Annual Report with photos and an article about his life and influence at AMHS. The committee is also producing an “Alum of the Year” coin which will be sent with a certificate to alumni in healthcare as part of the upcoming STAR event. Completion of the Holy Cross Legacy Wall project is planned prior to graduation (June 4th).

The next board meeting will be on April 21, 2021.