

**MINUTES**  
**AMHS Board of Trustees Meeting**  
**February 16, 2022**

*Present:* Bill Brooking, Rich Bacigalupi, Brett Carlton, Mike Burns, Jeff Cymbaluk, Terri Fewel, Millie Judge, Mary Kelly, Talia Mahnke, Shannon O’Kelley, Joan Ritter, Steve Schmutz, Pat Sievers, Brian Murphy, Alicia Mitchell

*Absent:* Sue Adams, Armando Medina, Mytyl Hernandez, Larry Moore,

**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 January meeting** of the Board of Trustees.

**School Report** –Alicia Mitchell

Alicia shared a review of Catholic Schools Week and noted Archbishop Etienne will visit campus in early May. AMHS continues to receive briefings from the Snohomish County Health and the school has managed very well with cases of exposure or positive test results not dramatically impacting attendance. Winter sports season is concluding with district and state playoffs—spring sports begins February 28. The spring musical production of High School Musical begins the weekend of February 25 and concludes the weekend of March 4. The Guatemala service trip with six students and two teachers departed on February 15 and returns February 22. The admin team and counseling department hosted course-forecasting nights for current parents of students in grades 9-11. These evenings included information about the college application process.

**Governance Committee** – Jeff Cymbaluk, Steve Schmutz

The committee recommended Chris Lindow for board committee work—this action item was approved by the board of trustees. Steve shared information about Rocketship, an Everett PR firm who has worked with Northshore Christian Academy. AMHS has agreed to have Rocketship work with our admissions and marketing offices for the next few months to specifically target households in our 25-mile radius.

**Finance Committee** –Millie Judge, Joan Ritter

Joan reviewed the balance sheet and P&L statement through January 2022. The Board approved a rough draft of the budget for the 2022-23 school year. This budget is based on enrollment of 450 students and factors in conservative rates for insurance and inflation costs.

**Spirituality, Health and Wellness Committee** – Steve presented with information shared from Sue Adams

The Counseling Department is helping organize the March Career Fair and will have students complete a “career interest profiler” using Naviance. Dane Stringfellow has joined the suicide intervention-training program through the Archdiocese. Final work is being done on the campus ministry space and project design for the kitchen—Rex Lewandowski leads both projects.

**Planning and Innovation Committee – Pat Sievers**

The committee reviewed the list of projects including the kitchen, HVAC service bids, service/replacement of the lawn mower and service to stairwells on the press box and portables.

**Advancement Committee – Steve Schmutz, Shannon O’Kelley**

The 2022 STAR event will be held on May 12<sup>th</sup> in conjunction with Godparents/Grandparents Day. This event will include breakfast and auction items. The February 6 Open House was well attended and served as the second open house of the school year. Admissions prefers the later date and will continue to schedule this in early February.

**Alumni Relations Committee –Talia Mahnke**

The committee helped to recognize and honor the memory of Holy Cross alum Jenny Doyle Batisch—her brother Tim helped organize a prayer service in the chapel as well as shared a reflection at the Coaches vs. Cancer game. The committee is working with the National Honor Society to plan for the April Easter Egg Hunt.

*The next Board meeting will be on April 13, 2022.*