

**Columbia Catholic School  
Board Minutes**

**Monday, January 28, 2008**

**Present:** Monsignor Michael Flanagan (pastor), Kevin Kiley (principal), Linda Garner (Assistant Principal) Tony Lupo (president), Donna Hrdina (vice president), Denise Boessen (Home and School president), Sherri Barnes, Bob Brendel, Raelene Head, Aimee Sapp, Sandy Schachtner.

**Absent:** Cathy Baird,

The meeting of Columbia Catholic School (hereafter CCS) Board called to order at 7:02 in room 207.

- I. **Opening Prayer:** Led by Bob Brendel
- II. **Minutes:** A motion was made by Sherri Barnes and seconded by Denise Boessen to approve the minutes. The minutes were approved unanimously on a voice vote.
- III. **Financial Statement: Ron Magsamen**
  - A. The November and December financial statement and the August principal income and expense report (CCF) and the Lunch program finance reports were passed out to the board members.
    1. Six months into the budget we are off by approximately \$33,000. The greatest increase was in repair and improvements and the medical insurance which went up in January.
    2. The school fund has a balance of approximately \$18,000 in the bank.
    3. The school lunch program through 12/31/07 shows a negative balance of approximately \$6,500. This is consistent with the last 3 years. Mr. Magsamen does not feel this is something to be concerned about.
    4. ASCC has approximately \$10,000 in the black, and is doing well over a six months time period.
    5. The finance board needs to have a budget meeting. An additional school board meeting has been set for Feb 12, 2008 to approve the budget before it goes to the parish council.

A motion was made to accept the financial statements as presented by Aimee Sapp and seconded by Raelene Head. The motion was approved unanimously on a voice vote.

IV. **President's Report: Tony Lupo**

- A. Tony reported that during a serve weather event at dismissal Mr. Kiley and Mrs. Garner did a great job marshalling the kids and parents.
- B. We welcome Raelene Head a new school board member from Scared Heart and give thanks to Kathy Miller who served on the board for 4 years.

**V. Pastor's Report: Monsignor Flanagan.**

- a. There was a leak in the kitchen that had to be repaired. It was \$1,000 the parish will absorb the cost of the repair.
- b. The trailers have had some heating problems and are repaired. The trailers are rented therefore the company sends the repair person and absorbs the cost of the repair.

**VI. Home and School Report: Denise Boessen**

- A. We have a contract with Crockett Engineering to begin phase 1&2 of the field drainage problem. Monsignor suggested having the Bishops lawyers look over all contracts and sign them for insurance purposes. It will be approximately \$3,000 for city licensing fees.
- B. A bid by Don Mackenize for the sink in the teacher lounge was about \$700.00 for labor and \$450.00 for the sink. Another bid will be taken.
- C. The SchoolReach program is working well. We are only using about 30% of its available technology. We will expand our use as we become more comfortable with the system.
- D. Auction prep has begun.
- E. The H&S meeting had 5 people sign up to help with the 2010 celebration. We are going to put notices in the school newsletter requesting more volunteers.
- F. The H&S will be looking for a new vice president and treasurer.
- G. Denise suggested a volunteering responsibility chart where each grade would have a specific project to fill with volunteers. The board liked the idea and asked to see an example schedule. Denise is going to bring one to the next meeting.

**VII. Principal's Report: Mr. Kiley**

- A. We are not expecting a large turn over in teachers.
- B. We are not anticipating a large change in salary due to completion of education by any teacher.
- C. Professional development committee has been looking into ways to alter the schedule .Mr. Kiley asked the board's thoughts about offering choices to the students rather than a set schedule. The board unanimously agreed that choices were the optimal way to go.

- D. Catholic Schools Week went well. We had over 100 people come to the open house on Monday, including prospective students. Tuesday is the international dinner. Wednesday is the teacher student volleyball game. Thursday is Mass with Cardinal Foley. Friday is the skating/bowling party.
- E. Safe Plans .net is up and running. We are planning for every contingency.
- F. Feb 24<sup>th</sup> is the next children Mass.
- G. Our current enrollment is 606 we have lost a few kids to families moving.
- H. A group is looking into back lot pick up and how to make it safer.
- I. Graduation credit.
- J. Mrs. Garner explained how to use smart boards. We have 2 smart boards. We have 10 projectors. We have 5 air liners which are similar to the smart board just the projectors are mounted and they are more portable and less expensive. The School received a grant from Pendergast-Weyer Foundation and will be getting 2 more projectors and 2 more air liners. The technology committee will continue to work for the needs of the school.

**VII. Old Business:**

- A. Please review the handbooks so we can make recommendations for next year's manual.
- B. Donna Hrdina reported that there was no unfinished business from last March meeting minutes.

**VIII. New Business:**

- A. Bob Brendel reported from the Building and Ground committee that the Function of the committee was 2 fold, short term goals, and long range. A survey was developed and given to the school staff, to prioritize a short term list and a long term list. The completed survies will be returned to Mr. Kiley.

We are recruiting for open positions for next year's school board.  
There are 3 open positions.

**IX. Closing Prayer: Bob Brendel**

**X. Meeting Adjourned:**

A motion to adjourn was made by Sherri Barnes and seconded by Donna Hrdina. President Tony Lupo adjourned the meeting.

**The next meeting will be Monday March 17, 2008**

**Prayer leader will be Donna Hrdina**