

**Columbia Catholic School
Board Minutes**

Monday, November 26, 2007

Present: Monsignor Michael Flanagan (pastor), Kevin Kiley (principal), Tony Lupo (president), Denise Boessen (Home and School president), Sherri Barnes, Kathy Miller, Aimee Sapp, Sandy Schachtner.

Absent: Cathy Baird, Linda Garner, and Donna Hrdina

Guest: Fa'tima Miller

The meeting of Columbia Catholic School (hereafter CCS) Board called to order at 7:05 in room 207.

I. Opening Prayer: Led by Kathy Miller

II. Minutes: A motion was made by Sherri Barnes and seconded by Sandy Schachtner to approve the September meeting minutes. The minutes were approved unanimously on a voice vote.

III. Financial Statement: Ron Magsamen

A. The October financial statement the October principal income and expense report (CCF) and the ASCC financial report were passed out to the board members.

1. Sacred Heart and Newman Center have sent payments. Overall the income is \$194.39 ahead due to the payment from Home and School. Currently we are doing well on budget.
2. The School (CCF) report has approximately \$13,000 cash in Commerce Bank.
3. ASCC has an income of approximately \$38,000. Over all, financial systems seem to be going well.

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

IV. Guest Speaker: Fa'tima Miller

Fa'tima Miller proposed the formation of an advisory board for Emergency Response. This board would be composed of local law enforcement, and others who work in the field of emergency response. The board could recommend and make changes to the CCS security systems already in place or needed to be implemented with-in the school. This would not be a school board function. She presented many ideas to change our current Emergency Response plan and added additional recommendations. Mr. Kiley is in favor of this board.

V. Pastor's Report: Monsignor Flanagan

A new heater booster for hot water in the cafeteria was installed it was \$2,800. Monsignor was hoping Home and School could fund it.

VI. Principle's Report: Kevin Kiley

- A.** Mr. Kiley would like a lock on the west entrance doors to the Educational Center, and the door behind Flanagan Hall that goes to the kitchen. The locks can be put on the master key.
- B.** Mr. Kiley has contacted some police officers whose children attend the school for advice on security issues. One questions regarding the Safeplans.net and the Columbia public schools participation in it. Columbia public school does participate in Safeplans.net which includes training for teachers from outside trainers.
- C.** Walkie-talkies are working well.
- D.** Christmas program is Dec.16,2007
- E.** Children masses for 2nd semester will be as follows:
1-27-08, 2-24-08, 4-13-08, 4-27-08, 5-18-08. No parents have stepped forward to help at this time. A message will go home in the monthly newsletter.

VII. Home and School Report: Denise Boessen

- A.** Christmas parties will be 12-19-07 at 2:00 p.m.
- B.** Chris Sander with Crockett Engineering is starting work on the engineering of the drainage needed for the track renovation. Changes to the storm water drainage will have to be approved by the city. Chris's services give us a discounted rate for the engineering work needed to make the track improvements happen.
- C.** Teacher's lounge request for sink and cabinets will require plumbing. Currently checking with Monsignor and teachers to have a blue print okayed before beginning work.
- D.** Starting Dec 1, 2007 the school will have a contract with School Reach, based in St. Louis. This company can automatically dial, email, or text messages for any school related function. The company takes data files uploads them and can send out messages from home or school, to all families with -in 15 minutes. The St. Louis Dioceses has a contract with SchoolReach that provides a 10% discount for our school. It will cost \$1,525 for the first 15 month contract. We are hoping to eliminate most back-pack mail in addition to providing for emergency and school cancellation phone voice and txt messages. Home and School is funding this.
- E.** The Boy Scouts are making new outside sports equipment box.
- F.** The Auction will be at the Midway Expo Center this year. Home and School will pay the rental price approximately \$500, which includes clean up.

- G. The gym floor will be cleaned over the Christmas break this is a 7 day process.
- H. The school has e-scripts card available for Schnucks. People sign up for a card and Schnucks, donates 1-3% of the amount the household spends to the school. We should have this in the Bulletins, available for all 3 parish members.
- I. 2010 is the 50th anniversary of the school. Home and School would like to update the front of the school building, possibly remodel the office. Monsignor thinks that was a good project for H/S.

VIII. Old Business

- A. Handbook review needs to be done. It was decided that the handbooks should be reviewed in the Spring before going to the printer to have input before printing. Approval at this stage is meaningless. We will review the handbooks in the April meeting.
- B. Review of 06-07 old School Board business, no old business was noted. Cathy Baird and Donna Hrdina still need to report on November and March. This will be done at the next meeting.
- C. It was suggested that the property committee include updates in the class room like painting and changing ceiling tiles.
- D. The Finance committee will start budget preparation soon.
- E. The diocesan fund appeal for lay retirement is 3% of their salary. The diocese is asking parishes to provide that 3%. This needs to be included in the new budget of July 2008.
- F. The Excellent in Education has given \$38,500 for bonuses for the teachers. Each full time teacher will receive \$1,000 and part time \$500. These bonuses will be given in December.

IX. New Business:

A.

The H/S has changed its by-laws allowing a designated officer to sit on the School Board. The School Board also needs to change its by-laws. A motion was presented by Kathy Miller to change the wording of the School Board by-laws to state that the H/S may select a designated officer to be on the School Board. Sherri Barnes seconded the motion. The motion passed on a unanimous voice vote.

X. Closing Prayer: Kathy Miller

Meeting Adjourned:

A motion to adjourn was made at 8:30 p.m. by Kathy Miller and seconded by Sandy Schachtner. President Tony Lupo adjourned the meeting.

**The next meeting will be Monday January 28, 2008.
Prayer leader will be Bob Brendel.**