

Columbia Catholic School Board Minutes

Monday November 30, 2009

Present: Linda Garner (Principal), Sherri Barnes, Raelene Head, Aimee Sapp (President), Msgr. Flanagan, Ron Graves, Bob Brendel (Vice President), Stacy Brumfield, Teri Pinhero (Home and School), Angela Brownfield,

Absent: Kathy Schauwecker, Stacy Brumfield, John Wiggans (Assistant Principal)

The meeting of Columbia Catholic School (hereafter CCS) Board called to order at 7:00 P.M. in Our Lady of Lourdes meeting room.

I. Opening Prayer - Led by Raelene Head

II. Minutes: A motion was made by Sherri Barnes and seconded by Ron Graves to approve the October minutes. The minutes were approved unanimously on a voice vote. The minutes will be sent to Jean Williams to post on the CCS web site.

III. Financial Reports:

Linda Garner went over the financial reports.

Msgr. Flanagan asked the board to think about how extra money in the bank can be used. One suggestion was to put it towards the 2010 Anniversary Celebration. The board will revisit this in Jan/Feb when plans for the 2010 Anniversary Celebration are clearer.

The Script program was reviewed. It was suggested that Home and School have a report about the program explaining how it works and money is made for the school. It was suggested to have families that have used it to give testimonials on the program. Msgr. asked what fund the money has been going into from the script program. It is going into the principal's account.

Linda informed the board that the Diocese is covering a new insurance this year, but the school will have to pay for it next year. She wanted to make sure that the finance committee was aware of this for when they started working on next year's budget.

Aimee thanked Linda for all the information.

A motion was made by Bob Brendel and seconded by Stacy Brumfield to approve the financial reports. They were approved unanimously on a voice vote.

IV. President's Report: Aimee Sapp

A. Community Building

The next function will be Catholic Schools week. The board will look at this again in January, after the holidays.

B. Newsletter

C. There will not be a newsletter article for December. Aimee will work on one for January. It is due to Jean Williams by the 25th of each month.

V. Pastor's Report: Msgr. Flanagan

Msgr. informed the board that there is a new fundraising group for the Catholic High School that is working with all 3 parishes on getting new pledges for the high school. They will be starting their new drive in January and it should last for 3 months. The goal is to start building on the high school in March and having the first classes there in 2011.

Msgr. mentioned the enrollment of kindergarten students and how last year there was between 110-120 children seeking enrollment. By the time school started, the classes were not full. It was difficult to follow up on, since many people couldn't be reached to get a final answer. He asked the board their feelings on requesting the parents make a commitment of an "application fee" when they enroll for kindergarten. It was suggested that this fee would be taken off the semester fee at registration. It was also suggested that it would be waived if a family already had children enrolled in the school. The board suggested that this money could be collected when the family returns the forms that the pastors sign for enrollment in January.

VI. Home and School: Teri Pinhero

A. 2010 organization ideas (or chairperson) & project ideas- Teri mentioned the office space- remodel. She didn't see how there would be enough money to complete the plans that were presented last year. It was also felt that redoing the website is needed, but not with the money set aside for the 2010 Anniversary Celebration. Bob Brendel mentioned that the original intent on work for 2010 was to focus on the entrance of the building. Bob suggested that they focus on the signing, lighting it up to make it more visible, looking at the architecture at the front entrance above the doors, & use of religious symbols. Ron Graves volunteered to

head up the project ideas for the 2010 Anniversary celebration. He will meet with Dan Reither and Becky Sander and will bring back concepts of the changes proposed.

B. Read-a thon – Teri reported that the read-a-thon brought in \$38,683.72. The T-shirts given out to the kids was around \$2000, so the final amount for the school was approx. \$36,000.

C. Fund Raising Committee Meeting – This group won't meet until after the Pot O'Gold Auction. They are meeting to discuss how the current fund raisers went and what they suggest should be done next year. This group is chaired by Mary Jo Starostka.

VII. New Business: Aimee Sapp

A. Fund-A-Need –There has been a request to see what can be used for a fund –a-need. Some suggestions given were: more tables for the cafeteria, a new roof, Foyer updates, computer updates/technology, and website revisions.

VIII. Principals Report: Linda Garner

A. Joseph Baldwin Nominees

40 kids in the 7th and 8th grade were selected to participate. Linda will keep the board informed on the progress of this program.

B. Band Program- There have been problems with Lessons Unlimited following through on their commitments. Linda is severing ties with this company at the end of the semester. She has an immediate search on for a well qualified replacement to teach band. She has sent an advertisement out to all the local church bulletins. She would like to have band continued uninterrupted. Ron Graves mentioned that she could look to the university to see if there were any students interested in stepping in to teach.

C. Public School Salary Schedule

Linda reminded the board that with next year's budget process getting ready to start that the school is at 80% of the public schools salary. The public schools are keeping salaries frozen again this year.

XI. Old Business:

A. Classes Celebrating Masses – Msgr. Flanagan

Set to start in January.

B. Traffic and Infrastructure – Bob Brendel

Bob drafted a letter to be sent to the city about the construction starting in the near future on the roads in the area. Msgr. and Linda both approved of it and it will be sent soon.

C. Self Study Reports – Aimee

1. Curriculum – Sherri, Stacy, Angela

Would like to have the curriculum added to the website and give a way for parent to give feedback. It was suggested to let the parents know that this is on the website and give information on it in a newsletter article. Linda will follow up with Beth Schwartz to see if they can get this set up.

2. CPR Certification training – Ron, Raelene

Ron had requested some information and is still waiting on getting that back. The main question is how many people would this involve? There are 50 of staff and would like to include any volunteer parents that are interested also. Angela Brownfield volunteered the use of the trainer at D & H Drugstore. Ron will get with Angela and Linda on setting up a time that will work before the end of the school year.

3. Salary Increase to 90% of the Columbia Public Schools

Aimee said they are looking at seeing if able to do it slowly with step up. It would be a long term goal and not achievable this year with the current financial situation.

4. Improve marketing – Bob

Bob suggested getting a process in place to track CCS Alumni. Re-design of the school's informational brochure in conjunction with the re-design of the school website. Work on ways to publicize the achievements of the school, its students and its faculty. Utilize upper-grade students to improve CCS visibility in the Catholic Missourian. Make better use of the Sunday bulletins at all 3 Columbia Parishes.

XII. Closing Prayer: Raelene Head

President Aimee Sapp adjourned the meeting at 8:53 P.M.

Next Meeting: January 25, 2010

7:00 P.M.

OLL Parish office conference room

Prayer Leader: Sherri Barnes