

Columbia Catholic School Board Minutes

Monday October 26, 2009

Present: Linda Garner (Principal), Sherri Barnes, Kathy Schauwecker, Raelene Head, Aimee Sapp (President), Msgr. Flanagan, Ron Graves, John Wiggans (Assistant Principal), Bob Brendel (Vice President), Stacy Brumfield

Absent: Teri Pinhero (Home and School), Angela Brownfield

Guest: Ron Magsamen, Kathy Coulson, Rose Lloyd (Home and School)

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 Kathy Schauwecker

Msgr. Flanagan requested that we use the scripture to focus on our prayer. Then use a question based on the scripture to discuss. This is followed up with a prayer based on that question.

II. Minutes: A motion was made by Sherri Barnes and seconded by Bob Brendel to approve the September 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: Ron Magsaman

Ron went over the financial reports for the three months ending September 30, 2009.

A question was brought up about a telephone- Edu being high. It was a repair bill. Ron Magsman will follow up to see if it was charged to the right account. Another question brought up was in regards to substitute teacher costs. It is over budget due to the recent number of teachers out with the "flu". The After School Child Care and Columbia Catholic Lunch Program numbers are down due to billing that just ran on October 2nd, therefore these payments don't show yet on the accounts.

Aimee thanked Ron for all the information.

A motion was made by Sherri Barnes and seconded by Ron Graves to approve the financial reports. They were approved unanimously on a voice vote.

IV. President's Report: Aimee Sapp

A. Self –Study Objective Review – Aimee discussed a plan for the 5 objectives that need to be met. Each board representative is to bring a plan for accomplishing the objective to the November meeting. The objective needs to be completed prior to May 2010. Make sure to include a timeline and any anticipated expenses associated with implementation.

- 1- To develop a system to inform parent about curriculum and to provide for parent feedback on the curriculum. Given to: Sherry Barnes, Stacy Brumfield, & Angela Brownfield.
- 2- To train faculty for dealing with blood-borne pathogens. Linda stated that this is completed each year. Dr. Spollen came in and did a complete training last year. The staff reviewed this information this year and Dr. Spollen will come back next year to present the information again.
- 5- To provide CPR certification training for administrators and support staff working full time in the school. Given to: Ron Graves and Raelene Head.
- 3- To increase the salaries for the educational staff to 90% of the Columbia Public Schools salary schedule. Given to: Aimee Sapp and Kathy Schauwecker/
- 4- To improve marketing within the three parishes and beyond Columbia in anticipation of Catholic higher education in Columbia. Given to: Bob Brendel.

B. Building Community – Aimee asked for any ideas for November and December. All Saints Sunday was one idea brought up for November. The 3rd graders will be invited to come to mass at Our Lady of Lourdes dressed up in their saint outfits. There will be a small reception afterwards. Linda Garner asked Kathy Coulson to send a letter home to the parents. Linda will have an insert about it in the bulletin. Kathy Schauwecker will let the coffee and donut people know, so they can have this at the reception. What a great way to raise awareness in what the kids are doing in school. It was mentioned that Catholic Schools Week can tie into the next community building.

C. Newsletter Article –Aimee gave out a copy of the article for the newsletter asking how everyone felt about it. Msgr. Flanagan requested that all 3 parishes be mentioned, not just Our Lady of Lourdes in it. Approval was given to include this in the next CCS newsletter that goes out.

D. Academic Rigor – A brief discussion was held in closed executive session.

V. Pastor's Report: Msgr. Flanagan

There was a discussion about bullying and a need for steps for prevention.

VI. Home and School: Rose Lloyd

Teri will report on next month. Rose didn't have the information from Teri to cover at the meeting.

VII. Principal's Report: Linda Garner & John Wiggans

A. Testing – The testing went very well. Results should be back soon.

B. Joseph Baldwin Nominees – Linda will bring the number of nominee's to the next meeting.

C. Absences/Illnesses – There was a lot of absences last week due to "flu". It affected mostly the upper grades. On Monday there were approximately 98 students out. Tuesday had approx. 115. Wednesday had approx. 92. Thursday had approx. 87. The absences are on a down swing. Linda recognized how well Jean and Kelly handled all the calls and the number of students coming into the office sick. "They were amazing." It was suggested that if another outbreak occurs, that a call is put out to see if any parents can help staff the sick room. You don't need to be a nurse. Just be able to take a temperature and help the students until a guardian can come in and pick them up. It was also suggested that parents can call and leave a message at the school instead of waiting until the office staff arrives. A question was asked if school would be cancelled due to a large number of students being sick. It was stated that only if it was a highly contagious disease. Other wise, it will go on.

Aimee Sapp has to leave the meeting early and has asked Bob Brendel to take over.

D. Website Revisions - Sherri Barnes talked with her brother-in-law, who has a company that builds websites, for information about setting up websites. Through his research, his suggestion is to use school fusion.com. They help schools set up websites. There is a 1 time set up fee of \$500 and an annual fee of \$1800. Bob reminded the board that they want to make sure that what ever is done that it is easy to update. Sherri will get with John Wiggans to research for more information about this company and others.

VIII. Old Business:

A. Classes Celebrating Masses – Kathy Schauwecker

Kathy met with Mrs. Bacon and Mrs. Schnurr and looked at mass times and how to set up a schedule for the classes to celebrate at mass. They felt that the best time to kick off this program was during Catholic Schools Week, which starts January 31. Msgr. Flanagan will talk with teachers about the students prep for the mass. They hope to have the schedule out before Christmas for the next 5 months.

B. Traffic- Bob spoke with the city engineer about more information and participants in planning. The engineer stated that there was no information to share, any plans, etc... on the development of the stadium corridor. Bob recommend drafting a letter signed by Msgr. Flanagan, Aimee Sapp (School Board), and the parish council to be sent to the city manager about being part of the improvement discussions. Bob volunteered to draft up a letter for them.

C. Long Range Planning – Ron Graves

Ron hasn't met yet with anyone. Their meeting is scheduled before the next board meeting. There is a plan to have a scaled plan of the school drawn up to study space allocations. He will bring more information to the next meeting.

XI. New Business: None

A motion was made by Sherri Barnes to adjourn the meeting and seconded by Ron Graves. It was approved on voice vote.

XII. Closing Prayer: Kathy Schauwecker

Vice-President Bob Brendel adjourned the meeting at 8:25 P.M.

Next Meeting: November 30, 2009

7:00 P.M.

OLL Parish office conference room

Prayer Leader: Raelene Head