

Columbia Catholic School

Board Minutes

Monday, October 25, 2010

Present: Alie Blitz (Secretary), Angela Brownfield, Ron Graves, Mary Jo Starostka, Raelene Head, Kathy Shauwecker, Kevin Marberry, Patricia Kirk (Principal)

Absent: Aimee Sapp (President), Monsignor Flanagan

Guests: Ron Magsamen

The meeting of Columbia Catholic School (hereafter CCS) Board was called to order at 7:03pm in the parish office conference room.

I. Opening Prayer: Led by Alie Blitz.

II. Minutes: A motion was made by Angela Brownfield and seconded by Kathy Shauwecker to approve the September minutes with corrections. The minutes were approved unanimously on a voice vote. The minutes will be sent to Jean Williams to post on the CCS website.

II. Financial Reports: Ron Magsamen

Ron distributed handouts to board members including statements for the three months ending September 30, 2010.

A. Ron reminded the board that Newman Center and Sacred Heart parishes pay school tuition during the nine months of the school year.

B. Ron reported lunch income is better this year due to initial bugs in the new lunch system that began last year. We have yet to receive our first government subsidy payment. Approximately 35% of students at CCS are receiving either free or reduced lunch.

V. President's Report: Alie Blitz (in Aimee Sapp's absence)

A. Change/Parent Concerns

1. Meetings with teachers – several questions have been asked on protocol concerning parent/teacher meetings. Miss Kirk clarified that the parent should contact the specific teacher directly to request a meeting at a mutually agreed upon time.

If the parent has consequent concerns, he/she should contact Miss Kirk to schedule an appointment.

2. Non-uniform days – Alie Blitz asked for clarification on the non-uniform days for the remainder of the school year. Miss Kirk stated that the non-uniform days listed on the 2010/2011 school calendar would stand. Miss Kirk will convey this information via the newsletter. Non-uniform days will be re-evaluated during handbook revision.
3. Upper grade bathroom usage – Miss Kirk noted that upper grade students are using restroom breaks to socialize and there have been multiple incidences of vandalism in the boy's bathrooms. Students are encouraged to use the restroom after lunch. Other visits are at the teacher's discretion.
4. Hobby Lobby Lot – Questions and request for clarification regarding the pick up policy have been asked. After reading the handbook, the board determined that morning drop off should only occur via the front lot, church lot or back lot drop off lines where safety patrol is present. Parents may walk their students into school via the cross walk in the front lot. During afternoon pick up, parents may park where they please, but are required to walk up to the orange parking cones to retrieve their child(ren).

B Policy Votes

The vote concerning faculty and staff sick and personal days passed. The vote regarding gym usage also passed with one member requesting discussion. Miss Kirk indicated that the boy scouts had contacted her to use the gym and classrooms on April ninth. The board unanimously agreed this would not be in accordance to the new gym policy considering the request for classroom usage. Miss Kirk, Kevin Marberry, Raelene Head, Angela Brownfield and Ron Graves requested to revisit the gym usage policy. Alie Blitz reminded the board that the policy had been voted on and passed. Raelene Head moved to discuss the policy at the next meeting. Alie Blitz seconded. The motion was passed by voice vote.

C Filling Open Board Position

Sherri Barnes is no longer serving on the board, as she is now an employee of Columbia Catholic School. In accordance with the board's constitution and by-laws, Aimee Sapp will announce the opening and ask for interested parties to contact Alie Blitz via the school reach email system. Alie will bring the names to the next board meeting and the board will vote on the new member.

D. Handbook

Ron Graves motioned to table the handbook revision until next month due to the absence of Monsignor and Aimee Sapp. Kathy Shauwecker seconded the motion. The motion was passed by voice vote.

Kevin Marberry inquired to the board's role in the writing of the handbook and creating school policy. Miss Kirk explained regarding the handbook she is asking the board's input on the current handbook and will take it into consideration when she is making any additions or revisions. Miss Kirk will bring the revised handbook to the board in its entirety for approval.

E. Monsignor Report Items

Alie Blitz reported for Monsignor in his absence. Scrip now has its own account to manage its funds. Miss Kirk has decided that the proceeds from the Scrip purchases will be used to purchase computers.

V. Principal's report: Miss Kirk

A. Board Training

Miss Kirk will schedule a time for Mr. Novotony to present a training session for the board. Miss Kirk agreed to schedule the training in conjunction with a regularly scheduled board meeting.

VI. Home and School Report: Mary Jo Starostka

A. Read-a-Thon

Mary Jo reported an approximate net profit of \$34,000 and expenses of approximately \$2,000 for the read-a-thon. She will present firm numbers at the November meeting.

B. Other Fundraising

McTeacher's Night raised \$1,030, which will be used by Miss Kirk to purchase computers. Home and School will host McTeacher's night next fall as well.

Kate Basi has written an advent activity book. She will offer a series of book signings where \$2.50 from each book purchased will be donated to Home and School.

Dine and Donates will be held in January. MaryJo will update us with the location.

Home and School has purchased a new volunteer management system. The Google website will allow volunteers to sign up for projects and receive email reminders.

VII. Old Business:

A. Security System/Doors

The doors outside of the cafeteria are being propped open by employees. This is an ongoing issue that Miss Kirk will address as it is a safety concern.

B. Signage

Mary Jo Starostka requested she be forwarded any estimates for the new lighted school sign and statue so Home and School can anticipate the expense.

Alie Blitz was asked to clarify what the sign would say. Per Monsignor Flanagan the sign will read St. Bernadette Catholic School. Alie Blitz said the issue should not be addressed further without the presence of Monsignor Flanagan.

X. Closing Prayer: Alie Blitz led the school board in the Glory Be.

XI. Meeting Adjourned:

A motion was made by Ron Graves and seconded by Kathy Chauwecker to adjourn the meeting. It was approved on voice vote. Alie Blitz adjourned the meeting at 9:00pm.