

**Kaukauna Catholic School System  
Board of Education  
Minutes  
April 24, 2007**

Meeting was called to order at 6:35 p.m. by John Johnson.

Opening prayer was given by John Johnson.

**MEMBERS PRESENT:**

Tony Ashauer, Maureen Hatchell, John Johnson, Judy Johnson, Rick Mader, Leslie Marquardt Vidas, Fr. Jack Mullarkey, Fr. Jerry Pastors, Gayle Reider, Karen Ruffing, Pat Ryan, Jessica Schaff, Neal Schmidt, Elizabeth Watson, Sara Wiegert

**MEMBERS ABSENT:**

**MEMBERS EXCUSED:**

Jennie Eggleston, Eileen Hunke

**APPROVAL OF MINUTES AND AGENDA:**

A motion to accept the minutes was made and seconded. Motion carried. A motion to accept the amended agenda was made and seconded. Motion carried.

**BOARD DEVELOPMENT:**

- A recommendation was made to have a 10 member Board (in addition to the pastors, principals and business manager), five being from the North side and five being from the South side. These members would have three year terms, with the goal of moving to at least 50% non-parents. We will begin seeking and recruiting three new board members from the North side now.

**OLD BUSINESS:**

- It was agreed to table until next meeting discussion regarding becoming a Board of Trustees. Leslie agreed to e-mail each of us the new policy to review before the next Board meeting.

**NEW BUSINESS:**

- Elizabeth requested approval for the purchase of 16 new PC's and 6 additional monitors to be put in the classrooms at Holy Cross for the teacher's use. It was motioned and seconded to approve the purchase of no more than \$15,000 for items. Motion carried.
- Neal brought a request from Carrie Gorges to write a grant for the creation of a Marketing Manager for KCSS. The grant would cover the full salary the first year and partial salary in years 2 and 3. After the third year, it was felt the position would pay for itself. After discussion, it was recommended that Gayle work with Jessica to set a salary and forward to Carrie.
- Gayle and Elizabeth met with local Catholic school principals to discuss the creation of boundary maps for bussing purposes. With mixed emotions, a map was agreed

upon and forwarded to Lloyd McCabe for approval. After discussion, several people expressed their disagreement with the map and it was suggested they contact Lloyd McCabe personally to express their opinion.

#### **ADMINISTRATIVE REPORTS:**

- Elizabeth Watson reported on the Tridium service by Mr. Wydeven, Tornado Drill, "I've been there day". Contracts have been offered to teachers for next year and are due May 15. Some teachers will be changing grades next year. Teachers have been given packets to assist in completing year end tasks, graduation information has gone out to families.
- Gayle Reider reported on Stations of the Cross service, First Communion dates, tornado drill, Herff Jones contract signed for next school year, staffing for 2007-2008.

#### **BUSINESS MANAGER'S REPORT:**

- The business office is keeping up with accounting, and other normal monthly duties.
- Scrip credits have been posted in April totaling \$6,509.12.
- Continue to work on 2007-2008 school and hot lunch budgets.
- Fundraising totals for March and April are as follows: Seroogys-family-\$3,737.81 and KCSS-\$1,662.15; Younkers-family-\$707.72 and KCSS-\$197.28; Hansens-family-\$1,001.97 and KCSS-\$971.99; Seroogys Easter-family-\$398.65 and KCSS-\$186.42.
- Bravo has made \$20,347.98 (still waiting on sponsor check for \$1,500)

#### **COMMITTEE REPORTS**

##### **FINANCE:**

- A written report was submitted as well as the Balance Sheet and Statement of Revenue and Expenses for January.
- Financial statements were reviewed and discussed.
- Work continues on outstanding accounts receivable.
- Holy Cross childcare program not currently profitable due to low attendance. Sue Onkels will look into combining into St. Al's site.
- It was decided all Solo Ensemble accompanist fees will be handled privately in the future (not run through the business office). The business office will continue to collect the WMSA fee for solo ensemble.

##### **POLICY AND PERSONNEL:**

- A written report was submitted.
- A new "Delinquent Tuition Policy" #4045 was presented for approval. A motion was made and seconded to approve as presented. Motion passed.
- Discussion continues on KCSS Staff tuition discount policy.
- Planning for teacher luncheon is complete. Invitations have gone out and a donor has come forward to cover the cost of the luncheon.

##### **MARKETING/RECRUITMENT:**

- A written report was submitted.
- The committee continues to work on developing a mailing program to increase enrollment. The names will be derived from Baptismal records and will go out on Easter, Christmas, and birthdays.

- Ann Geiser has offered to do a storytime similar to the one TCCES does.
- Continue to talk about image, branding and developing a branding statement. Working on creating a "Sell Sheet" on our school system.

#### **ATHLETIC ASSOCIATION:**

- A written report was submitted.
- Boys' volleyball season went well and will continue next year.
- Track schedule is complete and many parents volunteering.
- Softball season is underway.
- Men's tournament complete and again very successful.
- Discussion was held about the merits of the Athletic Assoc. making a donation to the Endowment Fund. Not proposal was made.
- Athletic banquet set.
- \$400 will be donated to upgrade bus to coach for 8<sup>th</sup> grade class trip after discussion with Mrs. Watson.

#### **FUNDRAISING:**

- A written report was submitted.
- Eileen Hunke created a "Fundraising Planner" with the dates and names of fundraisers and current chairpersons. Also includes ideas for future fundraisers.
- Hanson's Pizza was decided to leave to next year's committee to commit to or not depending on need.
- Knowledge-athon underway.

#### **DEVELOPMENT:**

- No written report was submitted.

#### **ACCREDITATION/LONG RANGE PLANNING:**

- No written report was submitted.

#### **TECHNOLOGY:**

- No written report was submitted.

Closing prayer was given by Elizabeth Watson.

A motion was made and seconded to move into executive session.

At 8:59 p.m. the Board returned to regular session.

The meeting adjourned at 9:05 p.m.

**Next meeting: May 22, 2007 @ Holy Cross at 6:30 p.m.**