

**Kaukauna Catholic School System
Board of Education
Minutes
February 26, 2008**

Meeting was called to order at 7:03 p.m. by Neal Schmidt.

Opening prayer was given by Neal Schmidt.

MEMBERS PRESENT:

Fr. Jerry Pastors, Fr. Tom Pomeroy, Tony Ashauer, Patricia De Groot, Mikki Halbach, John Johnson, Rick Mader, Leslie Marquardt Vidas, Gayle Reider, Pat Ryan, Jessica Schaff, Neal Schmidt, Elizabeth Watson, Sara Wiegert

MEMBERS EXCUSED:

John Lambie

APPROVAL OF MINUTES AND AGENDA:

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

BOARD DEVELOPMENT:

- Teacher Representative Stacey Heindel, Guidance Counselor presented her program to the school board. She currently works on Monday, Wednesday afternoon, and Fridays. She is working on safe environments, self esteem, culture diversity, careers, drugs and alcohol. She is also working at training peer mediation and classroom observations.
- Gayle discussed “Spirituality of the Board” a thumbnail series from the National Association of Boards of Catholic Education of the National Catholic Educational Association.
- Neal Schmidt, Tony Ashauer, and John Johnson will have served their terms. John Johnson has served two consecutive terms and will not be able to return. We will begin looking for a replacement. Neal and Tony will let the school board know their decision at the March school board meeting.

ADMINISTRATIVE REPORTS:

- Elizabeth Watson reported that the school has been working with Holy Cross Parish and Faith Formation to focus on Prayer this Lenten Season. A representative from the Harbor House came and talked to students and told them what they do at Harbor House. The money collected during Mass throughout Lent will be donated to Harbor House. The Choir has been invited to sing in Madison. For registration Holy Cross currently has 194 registered and 35 not registered. Elizabeth will be making phone calls to those not registered.
- Gayle Reider reported that Catholics Schools Week was a huge success. The Scholastic Book Fair raised \$350.58 in cash and \$60.96 in free books. The theme of “Catholic Schools Light the Way,” will continue to be carried out throughout the school year. Each day a prayer is read over the PA, children are encouraged by their

teacher to pray, fast, and do good deeds for others during Lent. St. Al's hosted a Valentine's Day event for preschoolers, prek, and kindergarten age children and their families. There was a wonderful turnout. There were three stations: a make and take activity, a story, and a cookie decorating station. It was very successful. Two pet baskets were donated to the St. Katharine's Drexel Spring Fever Frenzy.

BUSINESS MANAGER'S REPORT:

- The business office is keeping up with accounting, and other normal monthly duties.
- Working on collecting all owed tuition.
- Continuing working on setting up new financials for the Marketing/Development office.
- We are looking at an approximate profit of \$15,000.00 for Bravo. We are still waiting on a few invoices.

MARKETING DIRECTOR'S REPORT:

- Lynn Zwick held "brainstorming" meeting to discuss fundraising.
- A letter and brochure will be going home to parents of 3 – 5 year olds explaining what KCSS has to offer and inviting them to tour/register.
- Advertising has been placed in the Times Villager. Lynn is researching the cost of advertising in the Post Crescent East and www.wismoms.com.
- New post cards were designed for thank you cards to small donors.
- Lynn is continuing to research grant opportunities and is continuing to work on the Alumni data base.

NEW BUSINESS:

- Jennie Eggleston spoke to the board regarding the recent decision made by the KCSS School Board to consolidate to one administrator for the 2008-2009 school years. She thanked the school board for the opportunity to speak and commended the school board for making the difficult decision regarding the administration. Jennie also stated that the school board needs to work on communication. She would have liked to have been informed on the discussion and the process of changing to one administrator. She also pointed out the KCSS is a wonderful system and we should tell the world.
- Linda Bowers addressed the school board with the nine questions. The school board answered each question with much discussion from members of the school board, as well as discussion from all those who attended the meeting.
- Policy and Personnel discussed policy changes. Policy #3001 had a typo and was corrected. Policy #3015 had a name change. They are looking for approval to eliminate Policy #3009 because it is a duplicate of #3006. They are looking for approval to eliminate 3020 and R3020 because it is a duplicate of #3007. A motion was made to eliminate the following policies, #3009, #3020, and #R3020, motion seconded, motion carried.
- Leslie Marquardt Vidas gave an update on a grant she submitted to American Honda. The grant was received on time.
- Dr. Joseph Bound and Dcn. Ray Du Bois from the Green Bay Diocese presented the school board with a new opportunity that will provide help with Strategic Planning for the school system. The plan would develop goals and objectives for KCSS to establish a 3 year plan for the school system.

OLD BUSINESS:

- Board of Trustees update – The articles and bylaws were presented to Deacon Reilly and given the okay by the diocese. There will be a meeting set up with the Board of Trustees, Mark Salisbury, and Dr. Joseph Bound.
- Gayle spoke with Lloyd McCabe regarding the 3 additional days of in-service that KCSS will need and bussing will not be an issue. The 2008-2009 calendars were approved at last months meeting pending the outcome of Gayle’s conversation with Kaukauna Area School Systems.

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.
- Outstanding accounts receivable was discussed.
- Paychex had submitted a proposal to change the current payroll process. The pricing was not competitive and was rejected.

POLICY AND PERSONNEL:

- Board Development-for December we will discuss “Spirituality of the Board.”
- Core values were discussed that include five components: Faith, Academics, Excellence, Innovation, and Community.
- Policy review: #3001 – fix typo, #3015 – Change heading to Reduction in Staff, #3019 – eliminate, #3020, R3020 – eliminate.
- Prime Steer will host the May Appreciation Luncheon.

MARKETING/RECRUITMENT:

- No written report, please refer to Marketing Director’s report.

ATHLETIC ASSOCIATION:

- Kelly Ashauer will remain as an Association member but not an officer. Steve Cerasoli discussed the bylaws, and there is space for an additional 5 members. Kate Lefler introduced the Boys 2008 Volleyball league. K-3 Intramural Day will practice on 3-15-08. All of the K-3 Fun Day games will be held on 3-16-08, along with the Mother/Daughter Game and the Father/Son games. Tony Ashauer presented the financial report. Tree lot is complete. 671 trees were sold, 48 trees were donated throughout the community. 8th grade boys basketball “Spiffy” new uniforms are a big hit, the basketball season is wrapped up. Girl’s basketball is close to finishing up. The 8th grade Silver team is undefeated. Lee VanderSanden was elected to the Vice-President position. 40th Anniversary for the Men’s Open Tournament. Miller is our exclusive beer sponsor, providing signs. The tournament dates will be March 28th and 29th, and 30th and April 4th, 5th and 6th. Raffle tickets are available for the \$10,000.00 raffle at \$100.00 each. The banquet date is set for May 4th, 2008 at the Mariner.

FUNDRAISING:

- No written report

ACCREDITATION/LONG RANGE PLANNING:

- The first meeting went well on January 22. Patti De Groot has received various reports on some standards as to the progress of their study and they are coming along nicely.
- The telephone conference was productive and the committee will be working on sending a letter home to parents reassuring them of the integrity of accreditation and the survey process and a letter informing parents of the progress of accreditation.
- All surveys have been placed within the appropriate standards.

TECHNOLOGY:

- No Written Report

Closing prayer was given by Gayle Reider.

A motion was made and seconded to move into executive session at 9:50 p.m. Executive session adjourned at 10:40 p.m.

Next meeting: April 22, 2008 @ St. Al's Campus at 6:30 p.m.

DRAFT