

**Kaukauna Catholic School System
Board of Education
Minutes
December 27, 2007**

Meeting was called to order at 6:32 p.m. by Neal Schmidt.

Opening prayer was given by Rick Mader.

MEMBERS PRESENT:

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

MEMBERS EXCUSED:

Patti De Groot, Elizabeth Watson

APPROVAL OF MINUTES AND AGENDA:

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

BOARD DEVELOPMENT:

- Teacher Representatives Judy Johnson discussed the faith curriculum in her first grade class. They begin with an introduction to faith which discusses belonging to a community of believers, how to be members, baptism. It introduces various saints, review basics of prayer and the season of church. Judy stated the new reading books are wonderful and the children love the illustrations and stories, encourages independent reading. She congratulates the parents for following the wellness guidelines.
- Gayle discussed "Duties of an Education Board Member." Gayle handed out The Board Member's Thumbnail Series explaining the rare opportunity to make a difference in the quality and availability of Catholic education in their parish or diocese.

NEW BUSINESS:

- Jessica presented the Finance Committees recommendation to increase tuition by 6% with the decrease in tuition for kindergarten to \$1,200.00 to help retain students from our pre-kindergarten class, motion approved, seconded, and motion carried.

OLD BUSINESS:

- Becoming a Board of Trustees. The paperwork that had been submitted to change over to a Board of Trustees was reviewed by the diocese and changed. Leslie and Gayle will look into what has changed in order to move forward.

ADMINISTRATIVE REPORTS:

- Elizabeth Watson reported that Kaukauna High School came to talk to eighth grade students regarding scheduling for the next year, Band students performed at a Holiday

Open at the Bank of Kaukauna, mid quarter grades went home on Dec 20th, all student, band, and choir concerts were held, students had reconciliation services in their rooms and then went to confession, the guidance counselor has been addressing character education and the December topic was caring, two more information newsletters for parent will be enclosed in the Weekly News.

- Gayle Reider reported Advent activities were planned by Ann Geiser, Donna Diedrich, and Judy Johnson, the Christmas programs were very well received and the children did a beautiful job getting out the true meaning of Christmas, open house for Preschool, Pre-K and Kindergarten was held on November 29th, Peek at Kindergarten is scheduled for January 8th, the students participated in a Round Robin activity, KCSS was represented at the Kaukauna Christmas Parade, Catholic Schools Week is set for the week of January 27th – February 2nd, the agenda will soon be completed.

BUSINESS MANAGER'S REPORT:

- The business office is keeping up with accounting, and other normal monthly duties.
- Working on collecting all owed tuition.
- Currently working on setting up new financials for the Marketing/Development office.

COMMITTEE REPORTS

FINANCE:

- A written report was submitted as well as the Balance Sheet and Statement of Revenue and Expenses for November.
- Financial statements were reviewed and discussed.
- Outstanding accounts receivable was discussed.
- We are recommending a 6% increase for the 2008-2009 school years, decreasing the kindergarten fee to \$1,200.00 to help retain some of the pre-kindergarten students.

POLICY AND PERSONNEL:

- Board Development for December we will discuss "The Duties of an Education Board Member."
- Policy 2015 – after consulting with the diocese policy committee regarding policy 2015 Gayle was informed that the pastor has the final say in all matters, therefore, the board does not have to approve the candidate for the Board of Education. However, if the pastors want us to add it to the policy we can.
- Review of policies 3003, 3004, and 3007, the next meeting will begin with review of policy #3010.
- Policy #7010 was given the first reading, motion to approve, seconded, motion carried.

MARKETING/RECRUITMENT:

- No Written Report

ATHLETIC ASSOCIATION:

- Tony reported on Boys Basketball, the season is under way. Four teams played in the Holiday tournament in Little Chute. Concerns have come up regarding academics at the 7th and 8th grade levels.
- No Financial report was given, although Lee V requested a deposit update.
- CYO – everything is up and running, tournament set for February 22-23.

- Girls Basketball-A mandatory meeting was held December 19th, pictures are set for January 3rd at St. Mary's, Parents Day is set, there is still an ongoing issue with some girls involving basketball and club volleyball.
- Tree lot is going extremely well, to date 530 trees have been sold with the final number close to 650 with the remote chance of reaching 700.
- Steve needs to switch gym supervision, volleyball evaluations are in with few response or major concerns, only issue was the length of some of the girl's shorts being too short.

FUNDRAISING:

- QSP number are in and will be posted on January statements, Mr. Z's will not be in the fall 2008 but will be in spring 2009, Younkers fall sale is complete, Poinsettia sale is complete, Avon is complete
- Seroogy's fall sale is complete and Claire Hammock has the dates set up for the sale in January.
- Knowledge-a-thon will be in March. Vicki Erdman has agreed to organize it again but is looking for help.

ACCREDITATION/LONG RANGE PLANNING:

- All surveys have been conducted regarding school, staff, parental, and parishioner surveys, have been collected and dispersed into their respective committees for review.
- Report information needed-Gayle submitted a history of the school including the founding dates, the foundational statements, i.e. mission, philosophy, and core beliefs need to be examined.
- The committee discussed Appendix F, a Curriculum Development Summary attached to Standard 6, Elizabeth found the last 7 years annual reports to be replicated and attached with the standard, Gayle gave Patti a timetable from the last accreditation in 2002 for reference.
- The committee decided not to meet again until the large group meeting to be held on January 22.

TECHNOLOGY:

- No Written Report

Closing prayer was given by Leslie Marquardt Vidas

The meeting adjourned at 8:12 p.m.

A motion was made and seconded to move into executive session at 8:17 p.m. Executive session adjourned at 9:20. A motion was made and seconded to go back to regular session where there was a motion to amend the previous tuition approval to change from \$1890 for Grades 1-8 to \$1810 Kindergarten. The motion was seconded and approved.

The meeting adjourned at 9:28 p.m.

Next meeting: January 22, 2008 @ Holy Cross Campus at 6:30 p.m.