

**Kaukauna Catholic School System
Board of Trustees
Minutes
December 16, 2008**

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

Opening prayer was given by Mark Ebben.

MEMBERS PRESENT: Marie DeValk, Mark Ebben, Scott Engmann, Carrie Gossens, Mikki Halbach, Jeanine Leege, Rick Mader, Fr. Jerry Pastors, Fr. Tom Pomeroy, Pat Ryan, Jessica Schaff, Neal Schmidt, and Sue Yokers

MEMBERS EXCUSED: Leslie Marquardt Vidas

APPROVAL OF MINUTES AND AGENDA:

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

NEW BUSINESS:

- Discussion took place regarding tuition for 2009-2010. A motion was made to approve tuition for the 2009-2010 school years.
- Discussion took place regarding PowerSchool. After discussion a motion was made to have PowerSchool up and running for the 2010-2011 school years.

OLD BUSINESS:

- The all policy review was discussed and a meeting was set.
- Policy #4046 was read, a motion to approve Policy #4046 Registration Fees was made and seconded. Motion carried.
- 2008-2009 Goals for the Board of Trustees was discussed. The goals will be finalized at our January board meeting.

ADMINISTRATIVE REPORT:

- A plan is in place for the staff meetings over the next several months to train KCSS teachers who did not attend the weekend graduate class, Concept-based Unit Planning.
- We have received the official letter that KCSS is accredited for 2008-2009.
- We have pricing to license our current software and will discuss this during the Board of Trustee meeting.
- Our band performed at Bank of Kaukauna earlier this month and was nicely attended. The Christmas concert was a great success. Our next concert features our band and choir students on Thursday, December 18 at 1:00 and 6:30 p.m.

BUSINESS MANAGER'S REPORT:

- The business office is keeping up with accounting and other normal monthly duties.
- The 2009-2010 Budget is continuing to be worked on.
- Enrollment numbers for Preschool through Grade 8 are at 332.

- Bravo tickets are on sale on Monday December 15th. They will be available at the KCSS Business Office and at Bridal Elegance in Kaukauna.

MARKETING DIRECTOR'S REPORT:

- Advertising for Story Time, Peak at Kindergarten, and the Open House for Pre School and Pre Kindergarten is completed and mailed on Dec 1.
- Lynn and Jessica will be attending two workshops at the Community Foundation of the Fox Valley Region regarding grants.
- The KCSS Brochure will be updated.
- The alumni database is completed through year 31.
- Continuing work with the class of 1984 for a class reunion.
- Strategic Planning should be completed in January.
- Turn up the Heat Beach Bash will be February 28, 2009.
- The Walk a Thon will take place on Saturday May 9, 2009.

COMMITTEE REPORTS

FINANCE:

- A written report was submitted along with the Balance Sheet and Statement of Revenue and Expenses for November.
- Financial statements were reviewed and discussed.
- Outstanding accounts receivable were discussed.
- Discussion took place on the 2009-2010 Budget second draft. We will continue to work to on closing the \$40,000.00 deficit.
- Discussion took place on the 2009-2010 Tuition and the committee will bring a recommendation to the December Board of Trustee meeting.
- Jeanine discussed the opportunity for KCSS to advertise with many other Catholic schools and school systems during Catholic Schools Week. We will discuss this at the January meeting once Jessica and Lynn determines our remaining marketing plans.

POLICY:

- No report.

ATHLETIC ASSOCIATION:

- The financial report was presented. The Athletic Association received a \$500.00 grant from Jon and Beth Wittmann.
- Boy's Basketball is underway and doing well. All boys' teams are in the Little Chute tournament the weekend of January 12 – 14.
- Girl's Basketball started practice December 1st with its first home game on December 20 at St. Mary's.
- Myron presented a revision of the policy regarding the selection of coaches. The policy was tabled for further review.
- The tree lot is going well with over 300 trees sold so far.
- CYO has its schedule completed and distributed. The season starts December 13 – February 14.

ACCREDITATION/LONG RANGE PLANNING:

- No report.

STRATEGIC PLANNING:

- Meetings will be completed in January.

Closing prayer was given by Susan Yokers

Meeting adjourned at 8:15 p.m.

Next meeting: January 26, 2009 @ Holy Cross Campus at 6:30 p.m.

DRAFT