

Minutes of August 28, 2014 CSGK Board Meeting

Attendees: Pastors: Msgrs. Hazard and Martin; Frs. Creagan (John Emilio present), Farrell, & Schmidt; Lay Members: S. Bradshaw, J. Cavanaugh, S. Clark, K. VanderMolen; LAC Reps: E. Brown, M. Ogrin, T. Harding (Tim Wenzel present); Principals: T. Eastman, B. Reits, A. Zommers; CSGK Staff: M. Anderegg, K. Gilbert, S. Gillig

Call to order: 3:30pm

Opening Prayer: Board Prayer Service

Approval of Agenda: August 28, 2014

Motion: Fr. Schmidt moves to approve Agenda; VanderMolen seconds. Motion passes.

Approval of Consent Agenda:

1. Minutes: June 30, 2014
2. Principal Reports
 - 2.1. Hackett Catholic Central (T. Eastman)

Academic Excellence:

Hackett received the class of 2014 ACT summary. The class of 2014 maintained a 23.6 ACT average. This average was the same as the class of 2013. The main area of college-level preparedness was exhibited in the English portion of the ACT. 90% of our students were considered college ready (by the ACT standard) in this area. This is in comparison to 59% at the state level. Instructors are now in the process of examining the results for their work this year. Our ACT prep program method-test prep has been rolled out to all teachers and we are now determining how this will be used within the context of the school day.

School Governance:

A new anti-bullying policy for the 3 diocesan high schools has been created. This plan was introduced to the faculty at our August meetings. It will be disseminated to our parents/school community over the next month.

Branding:

August 1, 2014 – Letter to HCC community, LAC, CSGK Board

August 20, 2014 – Sign unveil

Week of August 25 and Sept 1 – Letters to alumni and donors

Signage Changes – ongoing over the course of this year.

- 2.2. St. Augustine Cathedral School (A. Zommers)

Faith:

- Our common theme for this school year is the Mass. You'll see Scripture references in the hallway, reference to the Mass in class projects and the murals outside will center on the Mass.
- The Cathedral will not be celebrating daily Mass at 8:45 this year, except on Thursdays, the school Mass. Mass will be moved to Monday or another day if we are not in session on Thursday or if the week includes a Holy Day.
- The Diocese of Kalamazoo has new Theology standards for all schools. St. A teachers will be unwrapping the Theology standards together in division and on the 3rd Wednesday of each month. We also have a new resource, the Ignatius Press, *Faith and Life Series*. In

addition to student resources, we have purchased *Family Guides* for each of our families. This will help us to catechize our parents along with our students.

Knowledge:

- We have 4 new teachers in the building: Ashley Petlowany, a 6 year veteran returning to Kalamazoo from Florida, is teaching Kindergarten; Jessica Busk, a U of M grad is teaching grade 2; Connie Tolger, from Immaculate Conception and previously Florida and St. Rose of Lima in Hastings, is teaching 4th grade: Lindsay Meulman, returning to us after teaching in Gobles and St. Joseph Middle School in Battle Creek, is teaching in our Middle School. Ashley and Jessica will attend 'new teacher training' through the Diocese of Kalamazoo. Ashley, Jessica and Connie will be mentored by their division teachers and Lori Pearson.
- Our non-core teachers are all returning this year and we continue our relationship with Portage Public Schools.
- Enrollment for 14-15 is looking very good. To date we have 339 students in Pre – 8. We started at 332 in 13-14.
- We have hired a cafeteria supervisor and a playground supervisor from within our parent community.
- We established Athletic and Volunteer Handbooks over the summer to be approved by LAC for use this year.

Stewardship:

- The Legacy Celebration Golf Outing has brought in \$23K. Work continues for Legacy Celebration 2014 Dinner/Dance/Auction.
- The PTO is hosting a Back to School Barbeque on September 12 on our grounds. We will use the evening to thank all the laborers who worked hard to meet our August 20 deadline for the Community Anchor Project.
- Maryann Flynn is organizing the dedication of our Community Anchor Project, most likely sometime in October.
- Over the summer we completed the following projects:
 - Walls in hallways, stairways and bathrooms are painted.
 - The new phone system has been installed, with phones in each classroom. They have yet to be mounted on the wall of each room.
 - Plaster was repaired in 3 classrooms.
 - New white boards were installed in 4 classrooms.
 - The music room was moved to the basement in order to open up the new 4/5 classroom. Music now shares space with the library.
 - 10 laptops were purchased as part of our yearly upgrade.

2.3. St. Monica School (B. Reits)

Mission and Catholic Identity:

- We celebrated our opening school Mass on Wednesday, August 20 and the Feast of St. Monica on Wednesday, August 27, in addition to our Monday All School Mass
- The Parent/Student Bible and Catechism Study will begin at the end of September and is scheduled for Tuesday mornings from 8:00-9:00 a.m. for students in grades 3-7. Our focus this year will be "The Creed".
- Our teacher Bible Study will begin on Wednesday, September 10 at 3:30 and continue each month on the second Wednesday of the month. Teachers will break into small groups designed by interest in the following books: *Reasons to Believe: How to Understand, Explain, and Defend the Catholic Faith* by Scott Hahn; *Signs of Life: 40 Catholic Customs and Their Biblical Roots* by Scott Hahn; *Rediscovering Catholicism* by Matthew Kelly; *The Joy of the Gospel*

by Pope Francis; Angels and Saints: A Biblical Guide to Friendship with God's Holy Ones by Scott Hahn; and The Greatest Salesman in the World by Og Mandino

- Each family received a copy of the "Faith and Life Series – Family Guide" during our Back-to-School Night. This guide correlates to our new theology texts and suggests ways that families can highlight theology skills taught at school.

- We welcome Father Anthony to our school and parish! There will be a formal welcoming on Sunday, September 7, following the 8:00 and 9:30 Masses, with a Knights of Columbus Pancake Breakfast.

- Teachers will be working with the theology standards during the third Thursday of each month (faculty meeting) to prepare for "Stage 3 of Understanding by Design" work, scheduled for February.

Academic Excellence:

- The NCEA STREAM Symposium in June was very worthwhile! The six teachers who attended have plans to integrate STREAM projects (science, technology, religion, engineering, art, and math) at least 4 times this year.

- Our teachers had an opportunity to debrief about the Accreditation Site Team's responses to our Accreditation report, during the afternoon of our Diocesan Teacher In-service. Clarification will be sought on a few outstanding items, but our school improvement efforts have been agreed upon and are underway. We will focus a great amount of attention of Standard 7 and Standard 2 this year. (See Catholic School Standards Project .) Other standards will be addressed accordingly.

- Teachers will meet with me next week to discuss goal-setting that is aligned to the Diocese of Marquette's Teacher Evaluation tool. This will be accomplished 4 times throughout the school year, similar to the student goal-setting process in place with NWEA MAP.

School Governance:

- Our new student information system through Power School and our new website are up and running. There is a rather large learning curve for all involved, but both systems should prove to be more efficient.

School Funding:

- An anonymous donor will be providing our school with a 3D printer and scanner (MakerBot Replicator & MakerBot Digitizer Desktop 3D Scanner) for the engineering component of our STREAM initiatives. We are so very blessed and greatly appreciate this support. This donation presents far-reaching opportunities for student learning!

3. Local Advisory Council Reports

3.1. Hackett Catholic Central (T. Harding)

School Governance:

- LAC board adopted expanded measurement of administrator evaluation to include leadership; this initiative on hold pending resolution of CSGK Task Force.

3.2. St. Augustine Cathedral School (E. Brown)—NO REPORT

3.3. St. Monica School (M. Ogrin)—NO REPORT

4. Committee Reports

4.1. Enhancing Community (S. Bradshaw)—NO REPORT

4.2. Advancement (K. Gilbert)—NO REPORT

Motion: Fr. Schmidt moves to approve the Consent Agenda; VanderMolen seconds. Motion passes.

Financial Review: Finance Committee (K. VanderMolen)

1. The committee reviewed the preliminary June 30, 2014 yearend financial statements with expenditures at 97.8% and waiting on a few adjustments to be made. Final June 30 statements will be available at the September board meeting.
2. The committee reviewed the 2014-2015 preliminary budget discussing changes needed and will be distributed at board meeting.
3. The committee reviewed enrollment. See hand out.
4. The committee reviewed capital expenditure needs: Hackett's boilers need to be replaced and Tim received 3 bids and is waiting on a fourth as this one may have contributed services included and will present at the September board meeting.
5. The committee reviewed the cost for Ipads and an Ipad cart for St. Augustine School. The cost would be \$11,050 and the money would come from the technology funds.

Motion: Fr. Schmidt moves to approve \$11,050.00 to be used for Ipads and an Ipad cart for St. Augustine; VanderMolen seconds. Motion passes.

Motion: Fr. Schmidt moves to approve the Twelve Months Ended Revenue and Expenditure report for June 30, 2014; Ogrin seconds. Motion passes.

Other Business:

1. Enrollment Update: As of August 20, 2014, there are 883 students enrolled in the CSGK schools; this is 20 students under budget. The following is a breakdown by schools: Hackett Catholic Prep has 276 students (4 under budget); St. Augustine School has 301 students (4 over budget); St. Monica School has 306 students (20 under budget). Cavanaugh requested that, in the future, we have a breakdown which includes new family numbers. Gillig does all exit calls for families not returning to the CSGK.
2. Bishops Task Force: Bishop Bradley has appointed a Task Force to review the structure, policies, and procedures of the CSGK, a process that has not happened since the CSGK By-Laws were written eight years ago. Members include John Bradshaw (former St. Augustine LAC Chair), Mr. Michael Ogrin (St. Monica LAC Chair), Steve Clark (CSGK President), Andra Zommers (St. Augustine School Principal), Fr. Farrell (St. Monica Pastor), Msgr. Martin (St. Augustine Cathedral Pastor), Ian Kennedy (Attorney for the Diocese of Kalamazoo), Margaret Erich (Superintendent of Schools, Diocese of Kalamazoo). Members of the Task Force will submit a report to Bishop Bradley summarizing their findings and making any recommendations they deem necessary. This report is due to the bishop in mid-October.
3. United Football Update:
Varsity: 30 total, 11 from HCP, one from Heritage Christian and 18 from KC.
JV: 33 total: 21 from HCP, 12 from KC.
HCP by grade:
9: 19
10: 2
11: 3
12: 11
Total: 35.
Last year total: 36, which included 14 seniors who graduated.

Concessions: JV games at KC. KC parents work this and keep the profit. Offset of paying to rent SRC. Varsity at SRC: Carl Rizzuto (Papa's Italian) provides concession.
Gate workers: Equal number of parents from each school each night.

Chain Gang: 2 dads from each school each night.

Press box: Our announcer is working it out with the KC announcer as to who is covering which games. KC has volunteers who handle the scoreboard controls.

Finances: Split cost of uniforms. Donations have been received by both schools for a portion of the cost of uniforms. Each school has their supply of equipment, such as pads, helmets. We are maintaining the identity of these pieces so as to ensure that if a separation takes place, all is fine.

Each school paid for reconditioning of their respective safety equipment, as in the past.

Each gate will be split 50-50

Team moms are working together for events, meals...

Motion: There being no other business before the Board, Fr. Schmidt moves to adjourn the meeting; VanderMolen seconds. Motion passes. The meeting was adjourned at 4:12pm.