



Catholic Schools of Greater Kalamazoo

Faith-Filled Education For Life!

CSGK Board Meeting Minutes

January 23, 2009

Hackett Library, 3:00 pm

Attendees: *Pastors:* Frs. Farrell, O’Leary, and Schmidt; *Lay Members:* S. Benoit, S. Bradshaw, J. Niesen, K. VanderMolen; *LAC Reps:* S. Clark, K. McKinney, J. Simonds; *Principals:* T. Eastman, B. Reits; *Staff:* R. Dykstra, K. Weishaar

Call to order: 3:05 p.m.

Opening Prayer: Fr. Schmidt

Consent Agenda Items (Vote Required)*:

1. Agenda: January 23, 2009
2. Minutes: December 19, 2008 Meeting (telephonic)
3. Financial Statements
4. Principals Reports
5. Local Advisory Committee Reports
6. Committee Reports

Motion: Fr. Schmidt moves to approve Consent Agenda and McKinney seconds. Motion passed.

Report Discussion (highlights and questions):

1. Financial Review (Rich Dykstra)—report attached
 - 1.1. The *Statement of Revenue and Expenses* financial report (December ending) was reviewed. Nothing out of the ordinary was noted.
 - 1.2. The *CSGK Budget Assumptions for 2009-2010* were reviewed. Assumptions added to last month’s list include: (a) at HCC—reduced teaching staff 1 FTE, (b) at St. Monica—reduced teaching 1 FTE and eliminated Spanish program, (c) at St. Augustine—reduced staff expense for Library program and eliminated \$15,000 textbook purchases, and (d) total cost reductions—approximately \$175,000 [For a review of all previously-listed assumptions, please see the minutes from December 19, 2008 CSGK meeting.]
 - 1.3. There was some discussion about the elimination of the Spanish program at St. Monica and whether or not this would create discontinuity in the academic programming between the two elementary schools. A discussion about the history of the Spanish program’s initial goals at the elementary level ensued. At St. Monica, the Spanish program was found to be negatively impacting core subject areas, and for this reason, the program was proposed to be eliminated for the 2009/2010 academic year.
 - 1.4. The preschool tuition rates for 2009/2010 were presented and reviewed.
 - 1.5. The *CSGK Budget for 2009/2010* was reviewed.

Motion: Fr. Schmidt moves to approve the 2009/2010 budget as presented and Simonds seconds. Motion passed.
 - 1.6. The *Delinquent Tuition Letter*, which was sent in January to 12 families, resulted in the loss of 1 student. All other families resumed a payment plan.
2. Hackett Catholic Central (Tim Eastman)—report reviewed.
 - 2.1. Fr. Schmidt requested that the report reflect a correction in the spelling of St. Thomas More Parish.

3. St. Augustine Cathedral School (Andra Zommers)—report reviewed.
4. St. Monica School (Becky Reits)—report reviewed.
5. Office of Schools (Margaret Erich)—no update.
6. Local Advisory Committees (Steve Clark, K. McKinney, J. Simonds)—reports reviewed.
7. Finance Committee (Kristy VanderMolen)—report reviewed.
8. Policy Committee – CSGK Policy Manual (S. Bradshaw)—report reviewed.
9. Development (K. Weishaar)—report reviewed.
 - 9.1. Weishaar noted that the annual fund drive is \$5,400 behind from last year at this time, but given the state of the economy this was no surprise. She also noted that alumni made generous donations in December.
10. Marketing (S. Clark)—no report.
11. Personnel (J. Niesen)—report reviewed.
12. An update of Kalamazoo Regional Catholic Schools Foundation (KRCSF) Campaign was given by Weishaar. It was reported that reported that the KRCSF is campaigning to double their current endowment to \$4 million. The CSGK receives \$100,000 annually from the Foundation, and if the KRCSF’s fundraising efforts are successful, the contribution amount could increase to \$200,000.
13. The status of the school-specific marketing plans and coordination efforts across CSGK schools was reviewed. It was noted that more effort needs to be made to coordinate these marketing plans.
14. A summary of the CSGK financials will now be posted each month on the school websites in addition to the CSGK minutes.
15. *Motion: Simonds moved to adjourn and Niesen seconded. Motion passed and meeting was adjourned at 3:55 p.m.*