

## CSGK BOARD MEETING MINUTES

January 22, 2010

**Attendees:** *Monsignors:* Hazard and Martin; *Pastors:* Frs. Farrell and Fleckenstein; *Lay Members:* S. Benoit, J. Biever, S. Bradshaw, K. VanderMolen; *LAC Reps:* S. Clark, J. Simonds, A. Wickham; *Principals:* T. Eastman, B. Reits, A. Zommers; *Staff:* R. Dykstra, J. Lincoln; Guest: E. Amat, P. Sorek

**Call to order:** 3:09pm

**Opening Prayer:** Fr. Fleckenstein

### **Consent Agenda Items (Vote Required)\*:**

1. Agenda: January 22, 2010
2. Minutes: November 20, 2009; December, 2009 (NO MEETING)
3. Financial Statements
4. Principals Reports
5. Local Advisory Committee Reports
6. Committee Reports

*Motion: Bradshaw moves to approve Consent Agenda and Fr. Farrell seconds. Motion passed.*

### **Report Discussion (highlights and questions):**

- 1) Financial Review (Rich Dykstra)—report attached
  - a) The *Statement of Revenue and Expenses* and *General Operating Fund Statement* (both for the period ending December 31, 2009) were reviewed. Nothing was off-target.
  - b) The 2010-2011 Budget was reviewed. The budget includes no changes to the tuition rates or teacher salaries from the prior budget year. With the freeze on tuition rates, a decrease in revenue for 2010-2011 is projected and, along with other assumed increases in certain expenses, an estimated \$175,000 in cost reductions will need to be identified. As such, it is anticipated that there will be reductions in force, though specific reductions will not be known until after early registration concludes.

*Motion: Simonds moves to approve 2010-2011 Budget, Salary Scale, and Tuition Scale and Wickham seconds. Motion passed.*

- c) The 2010-2011 Enrollment Schedule was reviewed. Application materials will be mailed the week of February 12, 2010. Completed applications and fees must be received by March 8, 2010. Tuition forms and applicable financial assistance request forms will be mailed by April 9, 2010, and completed forms must be received or postmarked by April 30, 2010. Financial assistance will be determined by June 30, 2010.
- 2) Hackett Catholic Central (Tim Eastman)—report reviewed
  - a) Eastman reported that Dick Niesen had submitted his letter of intent for his retirement at the end of this school year. Eastman is currently seeking candidates for the Athletic Director position. Eastman is seeking information for the HCC community regarding what one might like to see in the athletic program going forward.

- 3) St. Augustine Cathedral School (Andra Zommers)—report reviewed.
- 4) St. Monica School (Becky Reits)—report reviewed.
- 5) Local Advisory Committees (Steve Clark, J. Simonds, A. Wickham)—reports reviewed.
- 6) Enhancing Community Committee (S. Bradshaw)—report reviewed.
  - a) Bradshaw briefly reviewed the summary report of the Enhancing Community questionnaire. Immediate action items to be taken by the Enhancing Community Committee (with concurrence and support of the Pastors and Principals) were reviewed. Bradshaw would oversee the monthly publication and distribution of the *CSGK Tweets*, the one-page summary of school happenings to be distributed to all supporting parishes. Additionally, Bradshaw would oversee the development of a master schedule of monthly mass attendance at each of the supporting parishes by school sports' teams and organizations. The Pastors and Principals unanimously supported these action items.
  - b) A representative from each of the schools is needed to participate on the Enhancing Community Committee to assist in carrying out the immediate action items and to pursue other possible actions (as listed in the summary report). Interested persons are being sought
- 7) Advancement (J. Lincoln)—report reviewed.
  - a) Lincoln reported that donations were up \$12,000 for the month of January.
- 8) Tuition Policy Review Committee (VanderMolen)—no report.
- 9) Bishop Bradley Presentation (New Business)
  - a) Benoit reviewed a presentation he delivered at a meeting with the Bishop and several of the Pastors. The purpose of the presentation was to provide the Bishop with background on CSGK, review our current status, and provide an outlook going forward. At this re-presentation to the Board, extensive questions were asked and a full, robust discussion ensued, the purpose of which was to better define the substance for the Mid Year Parent Communication Meeting presentation.
- 10) Mid-Year Review Agenda (New Business) for parent meeting on February 15
  - a) Benoit noted the comments made in the aforementioned discussion of the presentation to the Bishop and indicated that they would be reflected in the Mid Year Parent Communication Meeting presentation.
  - b) Simonds agreed to collect input and prepare a list of action items to be added to the review presentation. Additional input for incorporation into the Mid-Year Review presentation will be sought from the respective LAC's.
- 11) *Motion: Benoit moved to adjourn and Bradshaw seconded. Motion passed. The meeting was adjourned at 5:03pm*