

PRELIMINARY BOARD OF EDUCATION MEETING MINUTES

Meeting Date: December 8, 2008

1. Opening Prayer

Steve Miskelley opened the meeting with prayer.

2. Roll Call

Present: Eric Asselin, Martha Bischoff, Jessica Cook, Brad Everest, Judi Koepnick, Kevin McDowell, Steve Miskelley, Don Short, Aimee VandenElzen

Absent: Marife VanderSchuur

3. Approval of Agenda

A time change was made on the agenda. Don motioned to approve the agenda with the change. Aimee seconded. Agenda unanimously approved with the change.

4. Approval of Minutes

Kevin motioned for the approval of the minutes as written. Eric seconded. The minutes were unanimously approved.

5. Other Matters:

- A. Overview of BoE Bylaws – Martha highlighted key points from the BoE Bylaws: Articles 1 Appointment of Members, Article 2 Cessation of members of the Board, and Article 3 Meetings. Intent is to review/remind members old and new of the “should know” aspects of our board. Procedure to continue each meeting.
- B. Due to procedural questions in the bylaws, a copy of Roberts Rules of Order will be obtained. New business at the January meeting will be to determine if a bylaw change is needed with regards to the time change of BoE meetings.

6. Written Communication

- A. No communications were received.

7. Audience Participation

No requests were made for presentations.

8. Principal’s Report

Judi emailed the report and highlighted:

Updates

- IOWA test scores have arrived. Amy Supple and Judi will get the results to parents by January 19.
- Amy and Judi will attend the Jan. 5 Home and School meeting to offer IOWA insights. Judi will also ask Amy to help answer any questions that evening.
- A preschool open house is being planned in January for a Tuesday and Friday.

Development

- During NTSC weekends, two families from OLL and three from SFD inquired about CCCS. Judi will check with Karen about the follow up to be done with these families.

Foundation

- Due to the economy/stock market, losses are expected and have begun to occur.

9. Unfinished Business

- A. Texas Hold'em –
OLL will host two tournaments. January 17 and February 7. Volunteers will be needed.
- B. Fundraising communication –
The idea of creating a fundraising calendar that would outline the boosters, home and school, and development fundraising events onto one calendar of who/when/where funds will be used has been discussed. Specifics whenever possible should be put into the newsletter communications as well.
- C. Recruitment of new BoE member –
Marife VanderSchuur has stepped down from VP and the Board. The board nominated and unanimously voted for Joe Soto to fill this vacancy. Joe Soto will be contacted about filling the open position.
- D. It was suggested that Aimee VandenElzen take on the newly vacated VP position and Eric Asselin would take over in the Treasurer position. This passed by unanimous vote. Aimee will now be VP and Eric Treasurer.
- E. Aimee motioned to move into a closed session. Don seconded. Eric motioned to leave a closed session. Steve seconded.
- F. TRIP evaluation –
The finance committee is evaluating TRIP to determine the effectiveness for the families using the program as well as investigating ways to make the program larger and more effective for the school as a whole. (i.e.; parish use?)

10. Committee Reports

A) Education/Multicultural – An interim meeting scheduled at the November meeting was held. The regularly scheduled December meeting was canceled.

- Survey questions are being developed for the proposed online survey.
- Scope and sequence questions from parents are being addressed by the committee. Teacher help was gained with Mr. Ostrowski joining the committee.

B) Executive – No meeting was held.

C) Finance – No meeting was held due to the switch from Kathy to Sharon. Responses to the questions from OLL finance council are still being developed. Aimee will forward the responses when completed.

D) Development – Kevin emailed the minutes.

- The committee spent most of the meeting reviewing Wish List Requests that were submitted from teachers.

- The committee decided to try to coordinate many Wish List Requests with grant-writing opportunities.

E) Marketing – No meeting was held. Regular meetings will continue now that the Parade of Lights and float building/lighting is complete.

- Parade of Lights a huge success with much PR for the school.
- Thank you notes to be sent to the float builders.

F) Membership and Personnel –No meeting was held. Aimee or Judi will check with Marife about obtaining copies of the newly written/revised Admissions and Weapons policies.

11. Home & School and Boosters Updates

- A. Home and School – A new format will be used for the Teacher/staff Christmas luncheon this year. Baskets/Auction items for the Spring Fling will get underway once school resumes in January.
- B. Boosters – Basketball season schedule is out. Concessions to be covered according to minimum of 2 hours per child per sport as stated at meetings. If we receive tournament games, this will emphasize that it was a minimum of 2 hours... GRACEAC apologizes, but there is little to be done about short notice/late schedules due to large number of teams per school and gym availability around the diocese. They do the best they can with a laborious and time consuming task. Patience and understanding from all schools and families is appreciated.

12. New Business

Preschool Questions

- A. Questions about the school from preschool families indicate that there is a need to communicate aspects available beginning in Kindergarten, specifically:
 - i. Bus availability
 - ii. Specials curriculum (Spanish, computers...)

13. Closing prayer

Kevin McDowell led the BoE in closing prayer.

Next meeting: January 12, 2009 CCCS library 6:30-9:00pm.