

## BOARD OF EDUCATION MEETING MINUTES

Meeting Date: November 9, 2009

### 1. Opening Prayer

Kevin McDowell opened the meeting with prayer.

### 2. Roll Call

Present: Eric Asselin, Martha Bischoff, Jessica Cook, Brad Everest, Joe Soto, Lisa Altamira, Kevin McDowell, Ann Hubbard, Jo Jones, Mike VandenElzen

Guest: Megan Koster , Allison Camps

Absent: None

### 3. Approval of Agenda

Kevin motioned to approve the agenda. Eric seconded. The agenda was unanimously approved.

### 4. Approval of Minutes

Eric motions to approve minutes. Kevin seconded. The minutes were unanimously approved.

### 5. Other Matters:

- Allison Camp – Discuss IOWA and ACT Testing  
Allison reviewed the IOWA is a national based testing while the MEP is a state test. The IOWA is a better representation of the national ACT test.  
She reviewed how Corpus Christi is doing better than the other diocese schools and is the benchmark. She also reviewed how well Catholic Education prepares students for the ACT testing and showed data to support this. She will return in January to review the IOWA scores with the teachers.
- Megan Koster – CCCS Teacher  
Megan reviewed the middle school program. She presented a list of many detailed projects that the Middle School is pursuing. Some of the highlights were:
  - Law Day – Corpus Christi is the only school in West Michigan taking advantage of in court room trials. There will be two Law Days May 3<sup>rd</sup> at the Federal Building in Grand Rapids and May 5<sup>th</sup> at the Ottawa County Building in Grand Haven. TV news teams are requesting to be a part of these Corpus Christi events.
  - Diversity - Calling all colors is a middle school experience that meets twice a week to discuss diversity and plan events. Hope College had an event and GVSU will have an event in the spring.
  - Science day event scheduled for May 13<sup>th</sup> and 14<sup>th</sup>.
  - Dream Girls Fair for 7<sup>th</sup> and 8<sup>th</sup> grade girls will take place on November 12<sup>th</sup> to help them understand what careers to pursue.
  - Clubs – Drama, Green Club, New leadership group (formally student council), Chronicle, Safety

### 6. Written Communication

- None

## 7. Audience Participation

- None

## 8. Principal's Report

- Enrollment: 130/ Preschool 30
- Teachers have attended Grade level Meetings working with Curriculum crafter/Assessments
- Jo attended the MANS convention in Detroit
- Report cards were sent home 11/4. Conferences 11/5 & 11/6
- Parents are utilizing Edline as an ongoing progress report
- Iowa Testing – Nov. 2 – November 13. H1N1 has played into the schedule.
- Detention schedule Tuesday-Thursday after school as well as silent supervised lunch.
- Field trips – Our students extended their learning through field trips to the DeGraaf Nature Center, the Knickerbocker Theatre, Catholic Central High School's Play and West Catholic High School's play, Calling all Colors, the Holland Museum and The Fire Station. We were also fortunate to attend the Windy City Theatre Company's production of "The Emperor's New Clothes" right in our own gym.
- Day of Sharing is November 18 – plans are under way. Benefactors have been invited to join in mass and a brief reception afterwards. Food drive will benefit the Thanksgiving food pantries at both OLL and St. Francis
- Foundation Grants: Day of Sharing \$400.00, Musicians at Masses \$545.00,
- Middle School retreat \$300.00 and Chess Club\$100.00
- Next Foundation Meeting 11/18
- Actively seeking to get our Schools name out. The most recent initiatives included trick or treat bags for all students preschool- grade 5. Included in each bag were thank you/Happy All Saints Day cards. We also hosted 15 students from West Ottawa on their recent day off.

## 9. Unfinished Business

- 10<sup>th</sup> Year Celebration – Covered in Development minutes
- State Address of the School Meeting – Committee determined that the focus night will discuss relevant topics. No state meeting is scheduled.

## 10. Committee Reports

### A) Education/Multicultural

- 1<sup>st</sup> Focus Night : ( Intro for Catholic Schools Week)
  - Proposed date Jan 24<sup>th</sup> 6:00 Doors Open 6:30 – 8:00
    1. Daycare – Craft, Movie
    2. Three groups by grade 1-3,4-5,6-8
    3. Pre and K to be at the opening then a review of learning styles given by Jo Jones
  - Topics 20 minutes each
    1. Opening by Jo Jones - Catholic Education Statistics

- 2. Curriculum Crafters technology by Liz Peters and team
- 3. Edline technology by Amy / Teacher
- 4. Iowa and ACT Scores by Allison Camp
- Multicultural events – Covered earlier in meeting

B) Executive

- No report

C) Finance

- Eric shared budget numbers that shows that we have a negative income month of \$4,697. Year to date at a negative \$11,918K with a balanced budget. The finance committee balanced to budget for the year with a task of additional \$40k in fundraising.

D) Development

- 10<sup>th</sup> Anniversary Celebration
  - Members of the development and enrollment management committee met with Rose Bays on Oct 27<sup>th</sup> to discuss the 10<sup>th</sup> anniversary celebration which will be a combination of the H&S and spring fundraiser as a celebration of the 10<sup>th</sup> anniversary.
- Day of Sharing
  - Benefactors were invited to our annual Day of Sharing this month to attend Mass with our students. A brief tour of the school and the Day's activities, as well as a small reception in D-wing are also planned for them. Possible gift for the benefactors to remember Corpus Christi.
- Alumni Database
  - An article is proposed to be put into both church bulletins asking parishioners to sign up as alumni to both Corpus Christi and St. Francis de Sales School.
- Friends Campaign Funds
  - Amy Supple is requesting a grant for funds to support a reading intervention program to help at risk and struggling K-8 readers. A total cost of \$1,750 would aid 25 current students at Corpus Christi. The funding was approved by the board.

E) Enrollment Committee

- No report

F) Membership and Personnel

**11. Home & School and Boosters Updates**

- Home and School –
  - Box tops are being collected at the school and both churches
  - The attendees and members are in process of rewriting the bylaws for Home and School with the aid of Chuck Murray. Changing the budgeting to be more flexible.
- Boosters
  - A home volleyball tournament is scheduled

- All levels of basketball are being looked into combining with other schools to provide a team
- 7<sup>th</sup> / 8<sup>th</sup> grade boys soccer took home a trophy

## **12. New Business**

- Nurture the Spirit Campaign (OLL 11/14 & 15, SFD 11/ 21 & 22)
- Day of Sharing – November 18th
- Parade of Lights – December 1<sup>st</sup>
- Texas Hold ‘Em – December 5<sup>th</sup>

## **13. Closing prayer**

Jo Jones led the BoE in closing prayer.

**Next meeting: Dec. 14th, 2009 CCCS library 5:00pm -7:30pm.**