

**Catholic Central High School  
Board of Directors Meeting Minutes  
March 10, 2010**

**Opening Prayer** - Mr. Spiegelhoff

**I. Attendance**

**A. Staff and Faculty:** Mr. Groth

**B. Visitors:** Don Uhen - appointed by Fr. Jim Volkert as the liaison between St. Mary's-Burlington Parish Council and the Catholic Central High School Board.

**C. Board Members**

**Present:** Goebel, Greenwald, Kelly, Kempken, Merkt, Moe, Smetana, Spiegelhoff, Stang and Wolff. **Late arriving** - Byrne and Wagner

**Absent:** Dietz (Goebel to check with Fr. Mike of St. John-Twin Lakes about Ms. Dietz' frequent absences)

**D. Student Council:** None.

**II. Reading of previous Minutes from January 13, 2010.**

**Motion:** Greenwald 2<sup>nd</sup>: Spiegelhoff Unanimously Approved.

**Reading of Previous Minutes from February 10, 2010.**

**Motion:** Kempken 2<sup>nd</sup>: Greenwald Unanimously Approved.

**III. Community Participation** - No appearances. **For informational purposes**

**only:** Advance notification to the Board Chair is required to make a presentation to the Board. (This is the time that members of the community who wish to bring something before the Board may do so. Items brought up at this point of the meeting should be: 1 - taken under advisement, 2 - referred to the appropriate Board Committee, 3 - tables.) This is the only time visitors at regularly scheduled Operational Board meetings are allowed to address or comment to the Board so that the Board's other business may be conducted as well.

**IV. Clergy Comments - None.**

**V. Reports**

**A. Student Council - None**

**B. Staff and Faculty - None.**

**C. Principal**

**Budget Matters**

- Cash flow situation is good and the current budget is on target.
- Presented draft budget for 2010-11 school year which freezes tuition at the 2009-10 tuition level.
- Review the changes and terms to the health insurance plan and the change in administrators. Resolution to approve the health insurance plan.

**Motion:** Kempken 2<sup>nd</sup>: Wagner  
Unanimously Approved.

**Disciplinary Problems**

- Off-campus drinking allegations have resulted in student-athlete suspensions.

**Enrollment**

- 33 freshman are currently registered for 2010-11 school year.
- Conservatively projects total enrollment for 2010-11 school year at 143 students.

**Curriculum**

- No changes to the curriculum except the elimination of certain elective classes.

## **Facilities**

- Mr. Goebel signed the window contract on behalf of the Board and Fr. Jim Volkert's signature will now be obtained. Mr. Goebel also signed on behalf of the Board the Promissory Note in favor of CCHS Endowment Foundation for the funding of the window project. The 2010-11 budget includes the expenses for debt servicing on this loan.
- 60 gallon water heater has been installed to replace the worn-out water heater.
- Bids are being obtained for the new chemistry lab project.

## **D. Development Report (Groth)**

- The Grant Application to the Erica John Fund for \$12,000 towards the new chemistry lab project has now reached Round 2. The Development Fund is \$8,000 behind its collections for last year at this time, but it has already closed that gap by \$17,000 since January and the Development Director is gaining confidence that she will be on target by the end of the fiscal year.
- The Driehaus fund raiser has been confirmed to occur on June 27, 2010.

## **E. Board President (Goebel)**

- April's meeting shall be at St. Al's in New Munster and St. Charles is encouraged to host the May meeting.
- Officers met on March 1<sup>st</sup> with CPA Art Tillman who will soon present a written proposal detailing the different types of financial reviews and the cost for each type.

## **Resolutions**

- Resolution to approve two Roundtable signatories: Pam Douglas and Mike Kelly.

**Motion:** Greenwald      **2<sup>nd</sup>:** Merkt      Unanimously Approved.

- Resolution to approve revisions to the Shared Facilities Agreement to take effect July 1, 2010.

**Motion:** Greenwald      **2<sup>nd</sup>:** Merkt      Unanimously Approved.

**F. Marketing Committee Report (Stang)**

- Presented in depth the research objectives of the marketing research project. Twelve different surveys have been developed and will be self administered by the respondents completing them on-line.
- One group of respondents shall include all 7<sup>th</sup> and 8<sup>th</sup> grade students in our feeder schools.
- It will take 5 or 6 minutes to answer the on-line survey questions and the results will be tabulated by computer. The results produced shall then be independently analyzed by the Marketing Committee.

**G. Academic Planning and Excellence Committee (Wagner) - No report.**

**H. Personnel Committee (Greenwald)**

- Briefly discussed changes to the Employee Handbook and that vote is deferred to “Old Business”.

**I. Finance Committee (Wolff)**

- Reviewed income statement and certain expenses pertaining to the equipment account and the tech-hardware/software/support account.

**J. Policy, Planning and Long Range Planning Committee (Goebel)**

- Resolution to re-approve the following policies

#3570 Affiliated Organizations  
 #1112 Communications Release of Information  
 #1251.1 Spectator Conduct  
 #4116.3 Personnel Extra Curriculum  
 #5131.1 Students Extra Curriculum

**Motion:** Greenwald      **2<sup>nd</sup>:** Wolf      Unanimously Approved

**K. Building and Grounds (Spiegelhoff)**

- Architect Stelling is preparing a report on the new chemistry lab which needs to be filed and reviewed by the State.

**L. Fund Raising Committee (Byrne)**

- Request the Board to consider merging the Fundraising Committee into the Development Committee to eliminate duplication of work. Goebel refers the matter to the Officer's Committee.

**M. Additional Reports - None.**

**N. Board Structure and Bylaws and Elections (Merkt) - None**

**VI. Old Business**

- Resolution adopting the following new policies and handbook changes:

#3240 Tuition Collection

**Motion:** Wolff 2<sup>nd</sup>: Byrne Unanimously Approved.

#3240A Tuition Collection

**Motion:** Wolff 2<sup>nd</sup>: Byrne Unanimously Approved.

Employee Handbook

**Motion:** Wolff 2<sup>nd</sup>: Byrne Unanimously Approved.

**VII. New Business - None.**

**VIII. Adjournment and go into Section 2 - Executive Section**

**Motion:** Moe 2<sup>nd</sup> Greenwald

Meeting closed at 8:35 p.m.

**Respectfully submitted,**

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**Michael J. Kelly, Secretary**

**Date read:** \_\_\_\_\_

**Approved:** \_\_\_\_\_

**Chris Goebel**