

Grand Rapids Catholic Secondary Schools Board of Directors

Meeting Minutes
Catholic Central High School
November 17, 2011

Attendees: John Brechting; Rev. George Darling; Eileen DeWilt; Don Duba; Tim Hile; Mike Lown; David Malson; Tom McGovern; Kevin McGrath; Rev. Troy Nevins; Cheryl Ora; Mark Scott; Mike Sochacki; Msgr. R. Louis Stasker; Dave Veneklas

Absent: Rev. Mike Alber

Resources: Tom Maj, President; Jennifer Lahey, Business Manager

Guests: Greg Deja, CC Principal; Christine O'Driscoll, CC Advancement Director; Mindy Whiteside, WC Advancement Director; Leigh Eriks, CC science teacher

Agenda Item	Discussion/Conclusion/Action	Responsibility
1.1 Call to Order	Scott called the meeting to order at 6:30 p.m.	
1.2 Prayer	Opening prayer was led by Stasker.	
1.3 Roll Call	Duba called roll.	
Presentations	<p>Eriks made a presentation regarding the November 5 Science, Technology, Engineering, and Math (STEM) Day event collaboratively sponsored by the Foundation for Catholic Secondary Education, the CSS, Fifth Third Bank, Kettering University, Grand Rapids Community College, and the American Association of University Women of Grand Rapids. The extremely successful event provided a full day of activity for 170 fifth-eighth grade female students drawn from Catholic partner schools, public schools, Christian schools, and homeschool populations throughout West Michigan helping them to explore careers in science and math. Two-hundred-seventy applicants were wait-listed this year due to resource limitations. With the assistance of 22 high school students and staff, industry leaders, and CSS volunteers, the event addressed goals commensurate with our vision statements of Alumni and Community Engagement, Service Learning and Extra-Curricular Activities and Marketing and Communications. The event was held at the Grand Rapids Community College campus science facility.</p> <p>O'Driscoll and Whiteside discussed plans for the roll-out of the Annual Appeal, including expected marketing strategies to be employed. The September 2011 Annual Appeal Kickoff Luncheon was well attended. The goal for 2011-2012 is \$429,000, which is a 10% increase over last year. Maj provided a brief summary of the tuition grant approval criteria, which includes expecting an overall pursuit of excellence, exceptional student conduct, strong academic performance, and peer leadership. Lahey explained that the Annual Appeal is a</p>	<p>Eriks</p> <p>O'Driscoll/ Whiteside</p>

	component of the entire tuition assistance fund raising strategy, which also includes proceeds from the All A's Walk and the two high school auctions.	
Comments from the Floor	None.	
2.1 Approval of Minutes	Subject to one small edit, moved by Darling, seconded by Malson to approve the minutes of the October 13 Board meeting as submitted. Unanimously approved.	Duba
2.2 Approval of Enrollment Fee Policy	Lown provided the draft of the proposed enrollment fee policy, which was discussed with and reviewed by the Board and is recommended for approval by the Finance and Executive Committees. Moved by Veneklase, seconded by Lown to approve the policy as presented. Unanimously approved.	Lown
Committee Reports:		
3.1 Standing Committees	Each Standing Committee report was presented through submission of minutes documenting committee meetings that have occurred since the last Board meeting. Board members were given the opportunity to address each committee chair with respect to questions they had. McGrath was asked to update the Board on the status of completing the technology survey referenced in the Technology Committee's minutes. There being no further questions, the committee meeting minutes were accepted by the Board.	Scott
Information/Discussion Items:		
4.1 OK Conference Realignment	Maj and Deja reported the recent approval by member principals of a conference realignment plan to be effective for the 2012-13 athletic seasons, which will remain in place for four years. CC will remain in the O-K Gold Conference and West Catholic will participate in the newly formed O-K Bronze Conference. Both CSS principals voted in favor of the proposal.	Maj/Deja
4.2 West Catholic Principal Search	Maj reported that the nationwide WC principal search has yielded five candidates, including the current interim principal. The search continues according to schedule, and interviews will be conducted in December 2011. The screening committee consists of Board members Maj, Stasker, Scott and Sochacki. Additionally, the committee includes Tim Nawrocki, WC Science Department Chair, Diane Ysasi, WC Guidance Office, and Julie Whelan, Principal-St. Anthony Elementary School. The new principal will start on July 1, 2012.	Maj
4.3 Bylaws Revision	Malson presented the latest draft of our revised bylaws for consideration by the Board. The draft was discussed at some length after which Scott requested that all final comments be submitted prior to November 25. Any comments received will be considered by the Special Committee and a final draft will be forwarded to the Office of the Superintendent of Catholic Schools and Bishop Hurley for review and comment. The final proposal incorporating their comments will be presented to the Board for approval at its January 12, 2012 meeting.	Malson

<p>Standing Reports:</p> <p>5.1 President's Report</p> <p>5.2 Development Report</p> <p>5.3 Business Manager's Report</p> <p>5.4 Diocesan School Board Report</p>	<ul style="list-style-type: none"> • Presented an overview of the fall season athletic accomplishments of CC and WC students. • Discussed new policies put in place to improve student conduct at football games in response to a couple incidences of inappropriate behavior. • A master plan on the use of available instructional space and complementary teaching models in in progress. • Dennis Rybicki, CC Campus Minister, and Phil Dolci, WC Campus Minister, continue to implement 2011-2012 goals commensurate with the CSS's focus on its Community of Faith vision statement. • The CAT academic learning center for student athletes is operating and utilized by CC students. WC students are also welcome. • A title-funded tutor position is being considered. Candidates are currently under review. <p>Maj reported that the CC <i>Evening of Excellence</i> event raised \$135,000.</p> <ul style="list-style-type: none"> • Lahey reported that our independent auditors have completed their audit. The audit partner will be invited to our January Board meeting to present the audit report and management comment letter. • Lahey has begun early construction of the 2012-13 budget. Key strategic initiatives addressed in our vision statement will be given special consideration, and we will strive to provide appropriate financial support. <ul style="list-style-type: none"> • A marketing summit meeting with all of partner school pastors and principals has been scheduled to focus on a coordinated marketing effort. • The marketing summit will provide a marketing tool kit to consistently implement at partner schools within the diocese. • 	<p>Maj</p> <p>Maj</p> <p>Lahey</p> <p>Sochacki</p>
<p>Adjournment</p>	<ul style="list-style-type: none"> • Brechting offered a closing prayer. • Scott adjourned meeting at 8:20 p.m. • Next meeting scheduled for January 12, 2012 at 6:30 p.m. at Cathedral Square. 	