

Christ Child Christian Formation Ministry
Governance Board Meeting Minutes
August 15, 2017
7:30 pm

Present: Mark Ruedinger, Jason Siminow, Melissa Udovich, Molly Oehldrich, Anthony Van Asten, Fr. Paul Fliss, Courtney Heronymus, Kristy Polzin, Steve Barron, Gwen Seeboth, Julie Schleicher, Jim Kelly
Guest: Larry Thill, Pastoral Council Member

1. **Prayer-** Melissa Udovich
2. **Roll Call**
3. **Governance Board Minutes Review-** June minutes reviewed, no changes made. No meeting in July.
4. **Petitions**
 - a. Question regarding clarification on the use of polo shirts for field trips. Students will wear polo shirts for most trips unless the nature of the trip (e.g. camp Y-Koda, the farm) lends itself to alternate clothing.
 - b. Question regarding why the school supply kits were not offered for purchase this year. Kits were not able to be offered due to an error on the side of the company that supplies the kits. Lack of timely communication on the part of the supply company resulted them not being able to offer their product this year to our school. Sale of the kits can be reconsidered again for next year if there is interest.
5. **Administrative report- Mark Ruedinger**
 - a. Staffing Update: Laurie Hylan was hired as the Physical Education teacher for the 17-18 school year. Paula Harder- was hired as the music and band teacher for the 17-18 school year.
 - b. Registration 2017-18: as of today there are 148 students currently registered.
 - c. Hren Charitable Fund Update: \$102,000 in financial support was allotted to families who qualified for tuition assistance for the 17-18 school year.
 - d. Gym Floor Update: the gym floor installation was approximately 4 days behind schedule. As of today the floor is still curing and ramping at the entry doors and transitions is being completed. A formal reveal of the new floor is in planning stages, watch for more details in early fall.
 - e. Chromebook Update: individual chromebooks for students in grades 6-8 are ready as well as two additional carts of 20 chromebooks each for the elementary students to share.
 - f. Hot Lunch Program Update: there will be a main entree offered each day as well as a rotating alternate entree selection. Accounts have been set up with distributors for purchasing food. The survey of student and parent food preferences have been reviewed for menu planning purposes. With the new flooring in the gym a review will be completed to determine the best placement of lunch tables as well as a review of the tables to provide any needed protection to reduce any potential damage to the floor.
 - g. Dress Code/Lands End Update: Bulk order will be delivered next week and family orders will be available at the Back to School evening on the desk of the child that takes the carrier home.
6. **Committee Reports-** committees did not meet during the summer. Will resume in September
7. **Development Director Report-** Molly Oehldrich

- a. Calendar Raffle: calendars are at the printer and will be available early fall. There was discussion regarding possible changes to the prize pay out structure. A proposal was made for \$30 daily prizes and a \$200 monthly prize.
- b. Bingo: structure of Bingo leadership/organization is still in development. First Bingo of the year is Sept. 17th, 7 sessions are scheduled for the 17-18 school year. A few grade levels will be designated to "host" each month with family volunteers requested for those grade levels. A schedule will be available in the Back to School packet.
- c. Annual Fund Appeal: governance board is aware that a report has been distributed regarding the results of the appeal which is incorrect. The error is being corrected and a revised report will be available soon.
- d. Color Run: Saturday, September 16th. In cooperation with Seton, the goal is to hold this as an annual event with alternating host sites each year. Next year CCA would host the run.
- e. Winter Extravaganza 2018: the date is February 24th at The Village at 170

8. Old Business

- a. CCA Graduate Profile: the profile was reviewed by teaching staff with suggested feedback and edits made. The board also reviewed and offered recommendations for several changes. The document will be edited one more time and reviewed at the next meeting.

9. New Business

- a. 2017-2018 CCA Board Goals: board discussion of proposed goals for the 17-18 school year to be reviewed at the next meeting.
 1. *To evaluate current mission statement- consider revisions, review where and how mission statement is visible within the school*
 2. *To revise CCA staff Compensation Plan*
 3. *To increase the visibility of the CCA Governance Board, within the community and amongst school environment*
 4. *To work in conjunction with CCA staff to develop a year-long marketing plan for CCA*
 5. *To evaluate and develop a plan to increase family engagement within CCA*

activities

- b. Archdiocesan Governance Board Training: Thursday, September 7th @ 7:00pm, St. John the Baptist School, Plymouth

Closed Session:

10. Finance Committee Report- Courtney Heronymus- financial reports handed out and reviewed.

11. Prayer for September- Jason Siminow

Next meeting Tuesday, September 19 at 6:30pm