

Christ Child Christian Formation Ministry
Governance Board Meeting Minutes
September 20, 2016
6:30 pm

Present: Jim Glavan, Paula Burkart, Dawn Udovich, Courtney Heronymus, Jim Kelly, Gwen Seeboth, Molly Oehldrich, Mark Ruedinger, Tina Videtic, Fr. Paul, Jason Siminow, Melissa Udovich

1. Prayer-Jim Glavan

2. Roll Call

3. Governance Board Minutes Review- August minutes reviewed. No changes were made.

4. Petitions

- a. Suggestion/Comment Box-Will be on the CCA website and will be anonymous
- b. Jim Glavan mentioned that there have been several complaints about the classrooms being very warm when there are warm weather days. He suggested possibly purchasing some self-contained air conditioning units. He did some research and found that they cost about \$700-\$800 each. Father Paul mentioned that this should be passed on to the building and grounds committee to find out more and Jim Glavan agreed to follow up with them.
- c. Tina mentioned that the SPS slips seem to be losing their purpose and integrity by teachers overusing them and threatening with them. Mark states he has already spoken to several teachers about this subject and still feels they are an effective tool when used correctly.
- d. Along with classroom expectations, Gwen suggested teachers also include ways to help students achieve the expectations.
- e. Mark stated he will be meeting with Julie Upstill to discuss updating the lunch program and ways to make it healthier.
- f. It was also mentioned at the Governance Board Training meeting, that any guests be asked to leave after petitions. Jason however felt that the meetings should be kept open and guests be given the option to stay or leave.

5. Administrative Report-Mark Ruedinger

- a. Chromebook Update-The Chromebooks have been issued to the 6th grade students and the cart is in use in the elementary classrooms starting today. There will be more to come on this as the school year goes on.
- b. Study Hall Grades 6-8 11:20-11:40-This is optional for the middle school students and takes the place of lunch recess. It is supervised by Mr. Sanders. Seems to be going over very well.
- c. New Family Parent Meetings-This was held by Mark. All new parents were given an orientation folder. The meeting lasted over 2 hours and Mark heard very positive feedback. A similar meeting will be held for 3K parents as well. Things to improve, discuss the band program for students.
- d. Maps Testing September 26-30-Grades K-8 will be tested in math and reading. Grades 5-8 will be tested in language also. This is a new addition.
- e. State of the School Meeting-Seton holds their meeting in May and Mark feels this is a good idea because it is an opportunity to wrap up everything from the school year. It will be a power point presentation and will be presented to all 3 parishes as well, which is a good opportunity to tie the school with the parishes.
- f. ALICE Training October 17/18-Mark will attend this lockdown and security training. It is presented by the Sheboygan Police Department.
- g. St. Vincent DePaul Tuition Assistance Update-The funding is now available and applications are being accepted. It will be distributed to need-based families. In addition 6-\$1,000 scholarships have been received from the archdiocese and were distributed to need-based families.

6. Committee Reports-Numbers seem to be low numbers for all committees

- a. Home and School
- b. Marketing and Recruitment
- c. Athletics

The agendas and previous meeting minutes for all 3 committees were reviewed.

7. Development Director Report-Molly Oehldrich

- a. 2016-2017Calendar Raffles-Molly is still working on sponsors. This will wrap up next week. The calendars will then be printed and distributed in early October.
- b. Winter Extravaganza-Will be held February 25th. On Thursday, October 13th at 6:00pm, a sponsor meeting will be held in the school library for all previous sponsors and donors for Christ Child Academy. There will be appetizers and beer and wine served. Tours will be offered to the school. Governance Board Members are encouraged to attend.

8. Old Business

- a. Archdiocesan Governance Board Training-St. John the Baptist- Handouts were reviewed and notes discussed.
- b. CCA mission- Mark feels the staff should be a part of writing the mission statement and states this will take place at the June inservice.
- c. Graduate Profile-What do we want 8th graders to do when they graduate from our school?
- d. Agenda-Tina, Fr. Paul and Mark will meet 10-14 days prior to the Governance Board Meetings to discuss the agenda. It will then be distributed to the other board member.
- e. Pastoral Council Report-Fr. Paul suggests a member from the governance board presents to the pastoral council annually and also that the council receive the governance board meeting minutes.

9. New Business

- a. Ministry Fair-Will be held after all masses September 24/25. Governance Board members are encouraged to sign up to help promote CCA.
- b. Dress Code Revision Timeline Proposal-The handout was discussed. Discussed bringing in a board member from Seton to discuss the process they went through at the November board meeting. Jason will work on this.

Closed Session

10. Finance Committee Report-Courtney Heronymus- Financial reports were handed out And reviewed

11. Prayer for October-Gwen Seeboth

12. Adjournment

Next meeting Tuesday, October 18th at 6:30pm