

Executive Summary of the Minutes
-July 17, 2007 Meeting-

President Dick Gaietto called the meeting to order. Trish Haley led the group in prayer. In attendance was Father David Ross, Father Joe Szybka, Matt Plotts, Heidi Brodman, Dick Gaietto, Martin Koop, Ken Bowers, Tony Mass, Trish Haley, Ted Rombach, and Sister Rozanne Swope (Recording Secretary).

Extending Welcome to Fr. Szybka: Dick welcomed Father Joe to Tiffin, as pastor of St. Joseph Parish and as a vital part of Calvert Catholic Schools.

Meeting the Needs of Special Needs Students: Kathy Hamilton, Calvert Guidance Counselor, addressed the Board on the issue of special needs students. Approximately 10-15% of the population at St. Mary and St. Joseph fall into this category, and she was able to share information, facts and concerns with the trustees. All agreed that people are looking to us to find ways to help students with special needs and there are plans for a presentation to the Board that could encompass such topics as a knowledgeable vocabulary of specialized terms, design and impact of Individualized Education Plans (IEPs) or Minor Adjustment Plans (MAPs) used by the Diocese, and staff that CCS might require to meet its needs.

Seek a Motion and Approval for 3 Additional Checking Accounts at the Old Fort Banking Co.: Ted explained the need for 3 Additional Checking Accounts (Athletic Department, Cafeteria, and Tuition Assistance) at the Old Fort Banking Company. The Board approved the motion to establish these accounts, but asked for further information on the dispersal of funds connected with St. Joe's and St. Mary's Tuition Assistance Accounts.

Review of the Status Reports from the Schools and Committee Chairs, FAQ Status: Ted notified the group that no reports were available from the committee chairs. The FAQ is in place under CCS.org. The website is ready to accept "Ask the Superintendent Questions" that are sent to Ted by e-mail, but the e-mail address list is not ready to go at this time. The Board received some basic information on how this process would operate. Information about FAQ will be published in both parish bulletins and the plan is to centralize all CCS information into one place. Sue Reser will have a report ready for the August 21 meeting. An anticipated deficit of \$80,000 was shared with BOT members. With several changes in staff and health care benefits, an enrollment decrease lower than 10%, and realizing an outstanding \$7500 from unpaid tuition, the actual deficit should be lower (around \$30,000).

Review and approval of 6/05/07 BOT Meeting Minutes and Executive Session Minutes
The BOT minutes were approved with one noted change. The Executive Session minutes were also approved.

F/UP; Prepare for Our First Public BOT Meeting, Sept. 18th, in Response to Our Statute
Matt presented the BOT with a "blueprint" for the group to critique. The BOT members were asked to suggest any modifications to Matt Plotts, Dick Gaietto or Ted Rombach. Due to various activities already scheduled, it was suggested that the first meeting be held on St. Mary Campus, in the Recreation Room. Ted will check on the availability of the facility.

Need for a Multi-talented Secretary for Ted and Sue: The Board approved the immediate hiring of a multi-talented secretary for Ted and Sue for the 2007-2008 year. The salary for this secretary has already been included in the budget.

Need for a Part-Time Development Director / Identify and Implement Aggressive Enrollment Promotion(s) for 2007-2008: It was reported that approximately \$125,000 has been collected in the Fund Drive. The maximum may be \$127,000. The overall goal was \$150,000. The question was posed: "What can we do to enhance enrollment for CCS?" Since the development fund is winding down and the services of Joe Langenderfer have been contracted for a year, perhaps he could serve as a part-time marketing person for CCS who would work with the marketing and development committee. He might be able to write for grants, compile a broader database, and work with the finance and long range planning committees. Trish Haley mentioned a workshop that was given by a Mr. Cooper. Members of the marketing and development committees have copies of his program.

Vision Planning Meeting: Overview: During the Vision Planning meeting on July 31, 2007, we need to: 1) lay out who we are, 2) formulate what we want to do, 3) determine the role of CCS in light of our Statutes and Mission Statement; 4) identify the role of BOT, and 5) determine how we will determine if we are successful.

Review Present Status of Physical Moves to Accommodate Reconfiguration over 2007 Summer / Identify any Additional Steps Still Needed for Conversion of Superintendent's Office: Moves have essentially been made between the buildings. Calvert High School Campus helped provide some of the funds for creating the Superintendent's office, and the section for the multi-faceted secretary. Suspended ceilings and new lighting are needed. Tony Mass noted that some logistic problems exist, but we are where we need to be at this time.

Regular Meeting Dates: Dick informed the group of the following dates for BOT meetings: August 7th and August 21st, September 4th and September 18th. Contingent dates are: October 2nd and 16th, November 6th and 20th, and December 4th and 18th.

Initiate Discussion Toward Defining Subsidies for 2008-2009 School Year: Two questions surfaced, but were not answered: 1) where do we see parishes fitting in with the schools, and 2) will enrollment increase, decrease, or stabilize? Since Fr. Joe is new to St. Joseph Parish, he requested some time to study the topic of subsidy.

Define the Desired Date of and Names for Submittal, Re: Our Passed Motion to Expand the BOT: Father Ross and Matt Plotts are still attempting to contact people who would be willing to serve as BOT members.

Other: Dick shared that he was contacted by Dawn Iannantuono regarding Fledgling Businesses (Technology Incubator). In order to retain our population, additional job positions must be viable. Does CCS want to have a direct representative involved in Fledgling Businesses? Ted will contact Dawn in order to gather more information.

The meeting was adjourned.