

Executive Summary of the Minutes September 4, 2007 Meeting-

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

Review and approval of Minutes: The minutes of the regular meeting of the Board of Trustees from 8/21/07 were approved as presented. The Vision-Planning Session minutes from the same date were amended and approved.

Committee Status Reports: Ted Rombach indicated that the Marketing and Development Committee update was sent out via e-mail today to the BOT members. The Finance Committee and the Curriculum Committee will be called into session soon. Their first order of business will be to elect a new chair. Rose Gaietto, RIC, proposed that a section called Catholic Corner be added to CCS webpage. Sue Reser will have the financial data ready for the September 18th BOT meeting.

Review '07-'08 and '08-'09 Enrollment Data / Identify and Implement Aggressive Enrollment Promotion: For the 2007-2008 school year CCS, K-12, has approximately 632 students enrolled. That is about a 10% decrease from 2006-2007. The Marketing and Development Committee is becoming more active, and ideas for enrollment promotion are being considered. There was some discussion regarding families who are no longer sending their children to Calvert Catholic Schools. The Development Committee will compile questions for and conduct exit interviews. Ted Rombach along with the two principals will review those exit interviews and all information will be kept confidential. The timeframe for conducting these interviews is unknown at this time.

Development Director Status: Securing a Development Director is the top priority for the BOT and the Marketing and Development Committee. Further research is needed in this area even though some information has been gathered from various schools who already have a Development Director. Ted also reported that he has had some discussions with a person who has expressed interest in this position. The BOT members will make the decision whether to continue the Annual Fund Drive under the direction of Joe Langenderfer. Ken Bowers stated that under the terms of Mr. Langenderfer's present contract, we will be provided with an Annual Report. Dick Gaietto asked the group if they were open to a special meeting in the next week or so just to look into the issue

of a Development /(Marketing?) Director. A date could not be found when a quorum of members would be present, so it was decided that the topic of a Development Director would be placed at the top of the agenda for the October 2nd meeting.

Terms of President and Vice-President : At the present time, the term of president runs from March 1 through February 28. The term of office for the president is 1 year. Dick Gaietto will remain as a trustee for 1 more year after the completion of his presidency. Matt Plotts' term as a trustee ends February 28. Various options for selecting the next president were discussed and a need to prepare for the transition in leadership was identified. In addition to Matt, Martin Koop will also complete his term as a trustee and he will not accept a second term. Two new members will be needed to replace them. During the discussion it was suggested that perhaps the present term of the existing president could be extended through June 30 of 2008. This topic will continue to be discussed at a later time.

Training Session for New Members: A special training session for the new Board of Trustees members will be held in the downstairs meeting room of St. Joseph Rectory on September 19th, at 7:30 p.m.

Next Regular Meeting: The next regular BOT meeting is September 18, 2007 at 7:00 p.m. in the St. Mary's Campus Rec Room

The meeting was adjourned. The Board moved into executive session for further vision-planning.

Ted Rombach
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