

Minutes of May 31, 2024 CSGK Board Meeting

Attendees: Fathers: Vyverman, Homic, Creagan, Leonel Cartagena, Redmond, Kemboi; Lay Members: M. Ogrin, A. Riker, L. Buck, W. Ferrara; LAC Reps: M. Yanik; Principals: J. Berry, T. Scoles, A. Zomers; CSGK Staff: M. Anderegg

Call to Order: 3:37 p.m.

Opening Prayer: Fr. Homic

Introduction of Guests: Melanie Kurdys and Kim Lewis from Light of Christ Academy

Approval of Agenda: May 31, 2024

Motion to approve by Fr. Vyverman. Second by M. Yanik. Motion passes.

Approval of the Consent Agenda:

Motion by L. Buck. Second by W. Ferrara. Motion passes.

St. Augustine LAC:

New members proposed for St. Augustine LAC – Lisa Ebenhoeh, Craig Thompson, Brendan Collins.

Motion by Fr. Creagan. Second by L. Buck. Motion passes.

CSGK Board:

Motion for approval of Maureen Yanik as CSGK Board as a lay member.

Motion by Fr. Creagan, Second by W. Ferrara. Motion passes.

Business Manager/Financial Review

April Financial Statements – Presented and requested approval. Motion to approve by A. Riker. Second by M. Yanik. Motion passes.

Review of 2024/2025 Enrollment status.

Capital items

- St. Augustine sports field work by Landscape Company – covered by restricted funds
 - Motion by Fr. Creagan, Second by L. Buck. Motion passes.
- Hackett painting of exterior building work by Certapro - partially covered by donation
 - Motion by A. Riker, Second by Fr. Homic. Motion passes.

Grant and Aid. Notices sent out recently.

Distribution from the Kalamazoo Community Foundation—around \$45,000.

Going to use for signing bonuses for contracted teachers.

Adjournment

Motion by L. Buck at 4:31 p.m. Second by W. Ferrara. Motion passes.

Next Scheduled Meeting:

June 28, 2024 – Hackett Catholic Prep

Minutes of June 15, 2024 CSGK Electronic Vote (e-mail sent 6/15/2024)

CSGK Board

As mentioned at the last CSGK Board meeting, Hackett needs to replace three heating units – two classrooms and the band room. The units are original and have gone through extensive repairs. They need to be replaced as the rooms do not have heat. While these upcoming days with temperatures in the 90s do not make us think about the need for heat, we are expecting days of snow and ice in upcoming months when the need will be there.

Four quotes for these heating units have been received as follows:

- Hurst Mechanical, \$77,161
- MCM, \$68,884
- RW Lapine, \$77,389
- CSE Morse, \$74,993

CSE Morse is the preferred vendor. The project would be funded as follows: \$33,000 raised at the Shamrock Auction, \$7,004 from the Howard Restricted Fund, and the balance from the Principal Discretion Restricted Fund. The Hackett LAC and CSGK Finance Committee both approve the use of CSE Morse for this project.

I am asking for a vote to approve the use of CSE Morse with the quote of \$74,993. If this is approved, the project will be sent to the Please Advise Committee for consideration this week.

Please do not hesitate to let me know if you have any questions.

Thank you.
Mike Ogrin

The following members voted in favor: Fathers Pinto, Creagan, Haro, Kemboi, Vyverman, Redmond; M. Yanik, L. Buck, A. Riker, W. Ferrara, M. Ogrin

No members voted against.

Motion carries

Principal Reports

Hackett Catholic Prep Principal Report – NO REPORT

Administrative Position: Hackett Catholic Prep Principal

Administrator: Trevor Scoles

Month Report: June 2024

St. Augustine Principal Report – NO REPORT

Administrative Position: St. Augustine Principal

Administrator: Andra Zommers

Month Report: June 2024

St. Monica Principal Report – NO REPORT

Administrative Position: St. Monica Principal

Administrator: Jordon Beery

Month Report: June 2024

Local Advisory Council Reports

Hackett Catholic Prep LAC Representative – NO REPORT

Administrative Position: Hackett Catholic Prep LAC Representative

LAC President: Ian Kennedy

Month Report: June 2024

St. Augustine LAC Representative – NO REPORT

Administrative Position: St. Augustine LAC Representative

LAC President: Maureen Yanik

Month Report: June 2024

St. Monica LAC Representative – NO REPORT

Administrative Position: St. Monica LAC Representative

LAC President: Susan Metzger

Month Report: June 2024

CSGK Report – NO REPORT

Administrative Position: CSGK Board President

Board Member: Michael Ogrin

Month Report: June 2024

Staff and Committee Reports

Finance Review

Staff Member: Melissa Anderegg

Month Report: June 2024

School Funding:

- Old Business: The Committee discussed the proposal from St. Ann Parish to pay \$40,000 in of prior year parish support that had not been paid, with the understanding that the remaining amount due of approximately \$150,000 would be forgiven. This is for the 2022-23 fiscal year and prior.
 - *Motion made by Fr. Creagan to accept the \$40,000 payment towards past due parish support as a payment in full from St. Ann Parish. The motion was seconded by Matt Morgan. All committee members voted to support the motion. Jeanne Blondia abstained from voting. The CSGK Board will be asked to ratify this at the June CSGK Board meeting.*
- Financials:
 - May 31, 2024, financials were presented. Total expenditures were at 96.3% of total budget. As the financials were distributed without adequate time to review them, Finance Committee approval will be sought at the July Finance Committee meeting.
- Enrollment/Tuition:
 - Reviewed the list of families who the eight CSGK supporting parishes indicated are not registered or are registered but not contributing/attending mass. There were sixty-nine families with 101 K-12 students. The committee discussed the role of CSGK in communicating with these families and the potential impacts of those revising tuition and support calculations to reflect non-registered parishioner status. The committee indicated that a discussion should be held with the CSGK Board at the June board meeting.
- Budget:
 - Melissa will hold meetings with the principals in July to review the staffing plans. Maureen requested a budget work session to discuss the line items in the budget.
- Capital Improvements:
 - Hackett has two capital projects that will be presented for approval by the finance committee once the Hackett LAC has confirmed approval. The projects are locker painting and LED lighting in the interior of the building. A third item, a professional development program which focuses on executive functioning is non-capital, was also discussed. Once the LAC approves, the capital items, information will be submitted to the Finance Committee.
 - Melissa presented a quote to replace the carpet in the front office of Hackett. All offices except one (maintenance manager's office) have been done in recent years by Wenke Flooring in Schoolcraft. The quote was to replace the current carpet tiles with carpet tiles in the same color/style as the offices. After significant discussion, the committee requested additional

information be gathered to support the quote. *Subsequent to the meeting, Hackett administration and staff decided to postpone this project to next summer as there is a lot of prep work and post work to be done in the front office for this to occur.*

CSGK and CSGK School Mission Statements

CSGK Mission Statement

The Catholic Schools of Greater Kalamazoo is an unparalleled school system formed to develop hearts as well as minds through Gospel values, character formation, and Catholic faith experiences in an environment that nurtures life-long learning, commitment, and service to our church and civic community.

Hackett Catholic Prep Mission Statement

Hackett Catholic Prep is committed to preparing our students for lifelong success by promoting and developing faith, character, and academic achievement in a supportive and challenging Catholic faith-based environment.

St. Augustine Cathedral School Mission Statement

St. Augustine Cathedral School, in partnership with parents and the Catholic Church, welcomes and shapes young people as they grow in faith, knowledge and stewardship.

St. Monica Catholic School Mission Statement

A Mission Ordered towards Reaching Eternal life.

“In the spirit of Saint John Paul II’s call for a New Evangelization, Catholic Schools of the Diocese of Kalamazoo desire to respond to this transformative invitation to holiness with a firm and renewed zeal. As a multi-culturally diverse institution, we joyfully embrace the universal vocation to holiness. We are a community centered in the Eucharistic Christ and an educational system of the highest standards, rooted in our Catholic faith. Our goal is to equip students with an excellent education and a solid faith formation so each student may know the faith confidently, live the faith in a community where families and teachers work together to advocate for each other’s salvation and Sainthood, and share the faith with relevance and loving courage throughout their lives.”
