

**BOARDGRAM**  
**CATHOLIC HIGH SCHOOL**  
**BOARD OF DIRECTORS MEETING**  
**10 July 2008**

**Prayer:** The meeting began at 5:30 PM in the chapel with a prayer service for the commissioning of the Board led by Frances Lawlor.

**Minutes:** Minutes from the June regular meeting were approved without amendment.

**Parent Association Report:** Susie Lowe, PA President, sent the PA Board Action Items and Budget Draft via email prior to the meeting. Susie Lowe was unable to attend the meeting, so Suzy Bane, PA Treasurer, gave a review of the items on the report.

The PA Board is pushing for the new By-Laws approval in August. Suzy reviewed a few of the main changes in the By-Laws.

The Budget Draft listed both the budget from the SY 07-08 and the proposed budget for the SY 08-09. Suzy quickly went over the budget items and explained a few of the new items listed. Tuition Easement is money used to keep tuition cost down and it benefits all families.

The PA would like to become more proactive and is trying to achieve this by creating a student calendar with all students' activities listed on it. This will help students to balance their class workload with extra curricular activities and to encourage greater participation in school activities.

The Gala Committee has changed the location for this year's Gala to the Marriott, and they are finalizing the invitations and menu.

PA board would like to give birthday treats to all students/staff on their birthday to show students that the PA is active in students' life. They have included a line item in their budget for this activity.

**Principal's Report:** Vince Aquila, Principal, sent his report via email prior to the meeting. Vince began with updates to the Admissions numbers. On the day of the meeting, there were 83 10<sup>th</sup> graders and 73 12<sup>th</sup> graders which bring the student count up to 316.

Vince announced that Connie Gerlach began her tenure as Development Director on July 1. Cindy Riehl, Admission Director, is currently working on a new marketing plan for CHS. As part of this plan she is developing a student activity blueprint, which will streamline efforts to interact with feeder schools and parishes.

**Committee Reports:** Frank Chapuran asked the committees to be prepared to present their 2008-09 SY goals at the September 11, 2008 meeting

**Education Committee:** Bill Klus, Educational Committee Chair, sent out the committee report and Goals & Objectives report prior to the meeting. Bill stated that that the Education Committee will support the Administration in working with the Diocesan SACS Accreditation Steering Committee to formulate a plan to meet the Diocesan accreditation requirements. In the meantime, the Administration is continuing to work the action plans that were documented in the April 2005 Self-Study report. The Education Committee will meet in August to look at committee goals & objectives for 2008-9. Bill expressed his appreciation that Helen Taylor and Brenda Brown will join the committee and offered an invitation for them to participate in the next meeting.

**Nominations Committee:** Andrea Dull, Nominations Committee Chair, sent her report via email prior to the meeting. Andrea announced Bishop Baker has approved all six (6) new Board Members as well as the 08-09 SY leadership team.

**Finance Committee:** Jeanne Weaver, Finance Committee Chair, sent out the Finance Report via email prior to the meeting. Frank reported that Jeanne Weaver was unable to attend meeting. Jeanne's report indicated the school is in good financial shape and that once the financial records have been reconciled that they will be sent out to all the Board members.

**By-Laws Committee:** Andrea Dull, By-Laws Committee Chair, sent her report via email prior to the meeting. Andrea informed the School Board that the review of the revised By-laws and Articles of Incorporation by the Diocesan's Attorney, Mr. John Whitaker of Whitaker, Mudd, Simms, Luke and Wells, LLC, has been completed. The next step will be to send them to the Bishop for his approval. Following the Bishop's approval of the Amended and Restated Articles of Incorporation, they will be sent to the Probate Judge in Madison County for filing. The Bylaws were approved by the Board at the June 2008 meeting and have been forwarded to the Bishop for his review and approval. The Board approved the Amended and Restated Articles of Incorporation at the July meeting.

**Capital Campaign Report:** Frank Chapuran presented the Financial Status of the Capital Campaign to the Board. Then Father Louis explained there have been significant meetings with the Diocese regarding the new campus since the last Board meeting. Diocesan support is strong, especially since area pastors are so supportive of the need for a new campus. Vince Aquila expressed his thanks to Fr. Louis Giardino for all of his help, and for the support of all the area Pastors.

**Publicity for Capital Campaign:** Chris Lowdell, Publicity Committee Co-chair, sent her report via email prior to the meeting. Chris pointed out one item on her report, that CHS will have a booth at the Space and Missile Defense Conference to be held at the Von Braun Center August 12-14. She is asking all School Board Members to work in the booth to promote Catholic High School and the Capital Campaign.

Vince Aquila spoke about the "Catholic Schools of North Alabama" advertisement that is currently running in the Huntsville Chambers of Commerce book. This is the first time that all the Catholic Schools in the area have come together as one school system and that we are all much stronger together.

**Future Growth Committee:** Frank Chapuran, Future Growth Committee Chair, sent his report/review of goals for SY2008-2009 via email prior to the meeting. Frank is continuing to work with the architects, SKT, on the site plans. The Committee will continue to maintain the land and work with the tenant farmer. Repairs and improvements to the current school building will be kept to a minimum until the school relocates to the new campus.

**New Campus – The Path Forward:** Frank Chapuran began the discussion by dividing the subject of the new campus into 3 topics: Architect, Site Plan, and Builder.

**Item #1 Architect:** Frank stated how pleased the Board is with the work by SKT. SKT is under contract with the Diocese and the Board is to control the contract carefully in relation to fundraising. We are moving ahead with the design work and need to make a decision on the master plan in regards to the site work. Frank reviewed SKT's selection as the architect. He finished by reiterating that SKT needs to complete the design to be ready to start construction.

**Item #2 Site Plan:** Charlie Grelier took over the discussion on the Site Plan Analysis. He discussed two plans, the original plan along with an alternate plan created by Todd Slyman, Assistant Chair of the Capital Campaign. The main difference between the two was the layout of the buildings and sports fields. The Future Growth Committee is tasked with reviewing each plan and making a recommendation to the

Board regarding the best site plan. The Capital Campaign and Parent Association will be briefed on the site plan once it is in place, and any other group as needed.

**Item #3 Builder:** Frank Chapuran went over the 2005 selection process for the builder. The goal was to select the general contractor early enough in the process so that the architect and the builder could work together to provide value engineering. He outlined the Future Growth Committee plans to update and complete builder selection.

**Diocesan Superintendent of Schools:** Frances Lawlor, Superintendent of Schools, was very impressed with the way the CHS School Board works together to accomplish so much in a timely manner. She will continue to do what ever she can to help keep moving the new campus project forward, including working with fundraising. She suggested a model and architectural drawing of the new campus be displayed in a prominent area of the school to help encourage fundraising to reach our goals. Fran is looking for growth in all the Catholic schools in this area.

Fran highlighted key dates in August for the Principal's Meeting, Teacher Orientation, Diocesan's School Board Meeting and SACS Accreditation.

**Next Board Meeting:** Thursday, August 14, 2008 at 5:30 PM.

**Closing Prayer:** Andrea Dull ended the meeting with prayer. The meeting adjourned at approximately 7:50 PM.