

Christ Church Day School
 School Board Minutes
 1114 9th Street, Coronado, CA 92118
 January 13, 2020

A regular meeting of the CCDS School Board was held on Monday, January 13, 2020.

Present: Carla Fargo, Nancy Funk, David Gilby, Fabian Gomez-Ibarra, Joanie Huck, Naureen Khan, Michelle Malone-Chiles, Jeff Rotherham, Nick Sylvester, Cheryl Wilson
 Also in attendance: Jon Dabbieri, Chelsea Sylvester

Absent with notice: Paul Andrews, Bill Cook, Jamie Glorieux, Paul Laedlein, Scott Wertz

A quorum was present.

1. CALL TO ORDER/ OPENING PRAYER

- Meeting called to order at 7:00 pm by President Rotherham.
- Carla Fargo led an opening prayer and Jeff Rotherham lit the Children's Fire.
- Listening Session (rector selection input)

2. CONSENT AGENDA

- Motion to accept Consent Agenda made by Fabian Gomez-Ibarra. Seconded by Carla Fargo. Consent agenda approved.

3. PRESIDENT'S REPORT, Jeff Rotherham

- Financial Aid
 - Vestry requests a detailed procedure on how financial aid will be administered. Data showing trends in aid allocation will be sent to Jeff Rotherham. Bill Cook, Jeff Rotherham and Fabian Gomez-Ibarra will meet to work on this.
- Minutes Posting
 - Approved minutes will be posted on the website. Michelle Malone will send approved minutes to David Gilby for posting

4. HEAD OF SCHOOL REPORT, Nancy Funk

- Report submitted via email with discussion at the meeting.
 - Enrollment is at 91. With two more JK inquiries, that class will most likely reach 14 by February.
 - Nancy Iverson will send letters by the end of January to JK families to determine their intent to enroll in SK.
 - Eight families have committed to 6th grade for next year.
 - Upcoming events include: Apex Fun Run, Nat. Geographic Challenge, Math Night, Spaghetti Dinner, Kindness Challenge, Burger Lounge Fundraiser, and Open House.
 - The PO is working on planning an adult social for the beginning of February.

5. COMMITTEE REPORTS

- **Finance Committee, Jeff Rotherham for Jamie Glorieux**
 - Report will be submitted via email.

- **Development Committee, Nancy Funk**
 - The Gala Committee is looking for auction items, especially experiences. They will have their next meeting on January 24th.
 - An Open House will be held Saturday, Jan. 25th.
- **Marketing Committee, David Gilby**
 - Report submitted via email with discussion at the meeting.
 - Marketing efforts are ongoing with press releases, digital and print advertising. Marketing programs and budget will increase in the second half of the year. The goal is 100 students, \$100,000 in fundraising.
 - Nick Sylvester gave Mindy Hays, school liaison officer, information packages.
 - Outreach materials for Episcopal groups are being developed. Any help in reaching out to these groups would be appreciated. Suggestions included meeting with The Bishop’s School (Fabian), asking the Bishop to publish CCDS info and events, and CCDS parents presenting to pre-schools (PO).
- **Personnel Committee, Policy and Procedures, Nick Sylvester**
 - The parents’ organization (PO) is planning an adult social event for early February. They will market the Gala at the event. They are also helping to plan a movie night at CCDS.
 - Discussion related to future Board membership and officers occurred. Jeff Rotherham will be stepping down from the presidency and needs to make the transition before May. Board members are asked to start considering the Board’s future needs.

6. OLD BUSINESS

- Nothing to report

7. NEW BUSINESS

- The next parent survey will be conducted in the spring, using the same format as before.
- Meeting Schedule
 - The next meeting will be Monday, Feb. 10th at 7pm.
- Parents in attendance were given a moment to address the Board. They shared their desires going forward with the fourth grade class.

8. CLOSED SESSION*

- A closed session was held.
 - * Closed session- Items considered confidential are discussed in closed session and are not recorded in the regular Board meeting minutes.