

St. Matthew School Commission

Meeting Minutes

April 13, 2011

Attendees: Caryl Houghton, Judy Good, Mark Tarowsky, Juleen White, Mary Marsh, Andrea Cotton, Pat Sorensen, Pam Frank

The meeting was called to order by Caryl Houghton.

Opening prayer was given by Juleen White.

Principal Report:

Principal Advisory Committee met on March 16th.

Marketing Committee:

St. Matthew Information Night will be April 26th from 6 to 7:00pm. Staff to be present. Update to follow.

PFA Committee:

The walk-a-thon this year raised close to 5K that will go to technology!

There will be a trivia night on May 14th, more info to come.

Discussion Points/Information:

It is the school's responsibility to set policy or guidelines on school sponsored events. Specifically, events held on school grounds such as May Crowning, 8th Grade Graduation and field day to name a few. Policies are to be included in handbook.

Mary Marsh spoke of starting St. Matthew alumni dinners to promote fellowship, strengthen ties to St. Matthew, and to help raise funds for building update. This led to suggestion of also inviting alumni to the gala and possibly other events.

It was brought to the attention of the commission that the current budget process, finance preparing the budget and presenting it to Admin, should in fact be Admin developing the budget and presenting it to Finance for approval.

It was confirmed that the detention policy was not changed. What changed were the consequences. If you receive 3 out of uniform warnings, or are tardy 20 times, a 750 word essay is due within the week. If you receive a detention due to bad behavior, a 1500 word essay is due. This applies only to middle school.

There was a discussion on honor roll certificate distribution. Currently, there is no standard procedure to follow for handing them out. This results in little or no acknowledgment for hard work achievement. Some suggestions were to post on St. Matthew website, announcement at mass, or post in school entrance lobby.

ISTEP testing scheduled for last week in April.

Meeting was adjourned.