

St. Matthew School Commission

Meeting Minutes

February 9, 2011

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

The meeting was called to order by Caryl Houghton.

Opening prayer was given by Marty Erlenbaugh.

**Principal Report:**

Overall the Open House was positive. Approximately 26 families came through with five of them now registered. Some suggestions for improving the next open house:

- training session for both adults and students leading tours
- various sports players in uniform
- more pictures displayed, on laptop, digital picture frame and/or still
- opening talk from principal and pastor
- teachers greeting parents at classroom door.

In early stages of laying out goals to improve Spanish program.

Climate Committee looking at new detention policy.

Currently, we know that 6 of the 15 PreK students will not be attending Kindergarten at St. Matthew.

Teacher evaluations and peer to peer teacher evaluations are currently happening.

Looking into why front entrance is not wheelchair accessible.

**Technology Committee:**

Proposing to add \$100 to tuition for technology updates and ongoing maintenance. Estimated cost to updating infrastructure, adding switches, and outfitting remaining classrooms with projectors and screens is \$15,000.

**Marketing Committee:**

Working on transition to new committee members.

**Finance Committee:**

John Anderson laid out budget schedule. Pat Sorensen and Katrina Dittmer meeting with Marie Carson to start setting budget. Katrina will present at next meeting.

**Parish Council:**

Grand opening of the Parish Life Center will be Saturday March 5th, after 5:00 Mass. It is a Mardi Gras theme.

St. Matthew Men's Club hosting a "Texas Hold'Em Tournament" featuring poker and blackjack. Proceeds will benefit St. Matthew Church. It is February 26th after 5:00 Mass.

Nominations for new School Commission members are coming up next month.

**PFA Committee:**

Nothing to report.

**Building Committee:**

Discussed having proposed updates to (old) building displayed at the grand opening of the Parish Life Center.

**Discussion Points:**

Concerns that class size for Kindergarten and 1st grade are too big for one class only per grade. It is agreed that two classes for K and 1st are needed. Currently waiting on budget to set number of K and 1st grade classes.

Search Committee members are Caryl Houghton, Mark Tarowsky, Andrea Cotton, Pat Sorensen, Karen Ridenour, Dave Worland, Tim Harshbarger and Ed Frieje. Search Committee will take input from PAC and remaining committee members as it fulfills its mission in defining the ideal principal candidate and its role in the hiring process. Currently waiting to hear from the Archdiocese.

Meeting was adjourned.