

St. Matthew School Commission

Meeting Minutes

January 12, 2011

Attendees: Caryl Houghton, Marty Erlenbaugh, Judy Good, Mark Tarowsky, Juleen White, Andrea Cotton, Craig Wetli, Pat Sorensen, Nancy Watt, Father Paul, Pam Frank

The meeting was called to order by Caryl Houghton.

Opening prayer was given by Father Paul.

**Principal Report:**

Interactive theater scheduled for January 20th for middle school. It will be broken down into 5 sessions. Will not be using PFA principal's discretionary fund, insufficient amount. Jeans day and a portion of field trip money will be used to help offset cost.

PAC is meeting to begin layout of goals to improve upon our spanish program. Mrs. Meginnis is on board.

BRAG (Binford Redevelopment And Growth) sponsored event, "Did You Know?". February 10th, 7:00pm at the new Boy Scout Center at Shadeland and Fall Creek. Superintendents from Washington and Lawrence townships will be addressing the excellence of their respective township schools. St. Matthew will have a booth, set up at 6:15pm.

**Technology Committee:**

Proposing to add \$100 to tuition for technology updates and ongoing maintenance. Estimated cost to updating infrastructure and adding switches alone is \$10,000. Other updates planned. Suggestions were made to give students thumb drives and access to educational websites.

**Marketing Committee:**

The new addition will be open for walk throughs only during open house. Andrea to contact Kathy to finalize open house set-up. Some planned exhibits for open house are: Miss Lehner having students working on an art project in class, Mrs. Epple having students playing their instruments in 20 minutes increments in class, and Mr. Strass will have a science experiment going in the science lab. Craig Wetli working on display of some planned building updates.

Volunteers still needed for open house.

New Marketing Committee to begin transition in February if possible.

**Finance Committee:**

Pat Sorensen and Katrina Dittmer continue to gather information for school budget so tuition can be set. Available in March.

**Parish Council:**

Need for implementing stewardship program. Database of stewards and their interests planned to maximize volunteers and willingness/enthusiasm.

**PFA Committee:**

Juleen White to find out who from PFA will be participating at Open House and will inform Kim Wigham.

**Building Committee:**

Craig meeting with ASI, Tom Heraly, and Bill Mooney about signage.

Two 'fund to cause' items planned for gala 1) youth ministry, 2) school beautification.

**Discussion Points:**

Concerns that class size for K, 1st, and 2nd grade are too big. Marty currently addressing what can be done now and for next year enrollment.

Enrollment committee : have a St. Matthew representative attend open houses of other schools in area, survey freshmen to find out if they were prepared well for high school, first grade assessment.

Congratulated Marty on his upcoming retirement at the end of the school year. Search committee for next principal will be comprised of school commission and enrollment committee members. School staff will have input. Initial screening done by Archdioceses. Search committee will work closely with Father Paul in further screening and interviews, with Father Paul having final decision.

Meeting was adjourned.

Closing Prayer was given by Marty Erlenbaugh.