

St. Matthew School Commission

Meeting Minutes

May 11, 2011

Attendees: Caryl Houghton, Judy Good, Mark Tarowsky, Juleen White, Mary Marsh, Andrea Cotton, Pat Sorensen, Craig Wetli, Marty Erlenbaugh, Katrina Dittmer, Pam Frank

Meeting called to order by Caryl Houghton.

Opening prayer given by Marty Erlenbaugh.

Principal Report:

Next school year calendar (2011-2012) now available on line.

Teacher contracts in place. Ancillary teacher positions being held pending budget.

Admin:

As of 5-11-11 enrollment at 300, budget based on enrollment at 321.

All were in agreement to have an Open House/Information Night twice a year. Suggestions were for November and April.

Marketing Committee:

Information Night held on April 26th was a success. Positive feedback overall. Post cards sent out received positive feedback. Following up with interested families.

PFA Committee:

The walk-a-thon (Laps-for-laptops!) this year raised close to 5K that will go to technology fund

Trivia night held May 14th. Will follow up with results at June meeting.

PFA executives picked. A 'Thank You' dinner is planned for May 19th.

Finance Committee:

Final budget will be sent out week of May 16th.

Parish Council:

Child behavior at parish events being addressed. More information will come as the next event approaches.

Four nominees nominated for two open positions for School Commission. All four nominees have been contacted and expressed a desire to be elected. Preparation for election in process. Bios need to be in by May 15th.

Report listing accolades of St. Matthew graduates at BCHS attached with minutes.

A Capital Campaign beginning at Chatard to commemorate 50 years

Building Committee:

With available funds at \$4950, admin approved paint for café baseboard trim, chair rail, material for awnings and possibly boxing in of overhead popes. Getting estimate from new source on classroom entryway panels, with 5 being donated. These will be added to the classroom doors in the café area. Looking into new café tables and chairs.

John Zubak taking request for additional funds to Men's Club.

Technology Committee:

No major technology purchases until August funds are available.

Next Technology Committee meeting June 8th.

Plan to meet with Mr. Smock to discuss technology vision for St. Matthew. (possibly at June 8th meeting)

Discussion Points/Information:

All A honor roll and AB honor roll recipients will be announced quarterly at mass and at mass following the last day of school.

It was agreed to have a one time school commission meeting in July with Mr. Smock.

May 26th graduation mass with dinner and 8th grade video to follow.

Guidelines for 8th grade graduation dinner, and other events, were discussed and following are points to address with Mr. Smock. Guidelines will be included in the student handbook.

- * 8th grade parents would like choices in planning graduation, ie. light dinner, hors d'oeuvres, desserts, etc..., and in other 8th grade events
- * parents should discuss details of any planned event(s) and get consent of teacher(s) before finalizing plans to avoid conflict with classes
- * address lack of communication from 8th grade parents down to incoming 8th grade parents
- * dress code for graduation and may crowning
- * address video making during school hours
- * early dismissals pending notification and agreement by principal
- * a general agreement was that events in question are school events, held on school property therefore it would be prudent to set some guidelines surrounding these events

Mary Marsh in beginning stages of forming alumni club. More information coming...

Closing prayer given by Marty Erlenbaugh.

Meeting was adjourned.