



St. Matthew Parish
School Commission Minutes
September 14, 2021

In attendance: Adam Barth, Amy Bridenstine, Mary Ford, Tim Shackelford, David Smock, Fr. Bill Stumpf

I Action Items

1. Enrollment Update
 - a. Our enrollment started at 317 and is now at 317 based on billed tuition for K-8. PreK started at 40 and is now at 41, which is on the low side historically.
2. Budget Update
 - a. We have 130 vouchers, representing about 42% of our billed tuition. We receive the first voucher payment at the end of October.
 - b. We filled all of our open faculty positions. Other schools are still at this moment looking to fill positions, so we feel fortunate. Good initial reaction to the new hires.
 - c. In 2020/2021, Extended Care lost money for the first time. SMS Program budgets will be closely watched this year.
3. COVID Protocols
4. Commission Composition
5. Communication Between School/Parish Groups
 - a. We will begin the process of reviewing our bylaws with help from Lara O'Dell to address any concerns with #4 and #5

II Committee Reports

- A. Administration
 - a. 10 classrooms were affected when they were hit by lightning. Their AC boards were destroyed and had to be replaced. Thanks to John Sobieski and John Shank, this was done quicker than anticipated so no time was really lost. Also affected were some phones and projector. An insurance claim is in the process of being made.
- B. Parish Council
 - a. discussed the upcoming focus groups based on appreciative inquiry led by Sandy Patel. School Commission will have theirs at our next meeting on October 12.
- C. PFA.
 - a. Parish picnic Sept. 19, drive in movie Oct. 8
- D. Finance
 - a. Fr. Bill explained how the Archdiocese will be conducting a Balance sheet audit. This will be customary whenever a new pastor takes over a parish.
- E. Marketing
 - a. \$29k raised for SGO; meeting for future vouchers
- F. Technology

- a. Fr. Bill had mentioned that in addition to a balance sheet audit, an IT Security audit/review will also be conducted.
 - b. individual Chromebooks for middle school already in place based on excellent Walk-a-Thon funds from last year. Maybe 4th and 5th added this year through a reimbursable federal grant. Being pursued through AdTec our eRate company (and Kathy Gray's sister)
 - c. Discussed the implementation of PowerSchool as our SIS- in person training held for David, Kim Wuensch and Elizabeth Ellis, followed by training for the faculty, but it's still been limited since coordinated by Archdiocese.
- G. Building Committee
- a. Work on the gym bathrooms/lockerrooms is beginning and will hopefully be completed in the next couple of months. Funds were raised at Gala in November 2019.

III Future Business: Dates of Importance

Next Meeting: Tuesday, October 12 7 p.m. Focus Group led by Sandy Patel

Tuesday, November 9 7 p.m.

Tuesday, January 11, 2022 7 p.m.

Tuesday, February 8, 2022 7 p.m.

Tuesday, March 8, 2022 7 p.m.

Tuesday, April 12, 2022 7 p.m.

Tuesday, May 10 7 p.m. (If needed)

TBD- End of Year Dinner