

St Jude School Commission Minutes of the Meeting Held September 8, 2003

The St. Jude School Commission (the "Commission") met on September 8, 2003. The following members of the Commission were present, constituting a quorum: Bessie Davey, Chairperson; Sr. James Michael, Ex-Officio Member and Administrative Officer; Greg Dant, Vice Chairperson; Greg Jackson, Member; Paul Sahn, Member; and, John Swhear, Secretary. Members Bill Hampton and Donna Rund were not present.

The Chairperson opened the meeting at 7:06pm. She recognized Sister James Michael who provided an opening prayer.

The minutes from the previous meeting of the Commission, held on July 22, 2003, were distributed to the members of the Commission and were approved by voice vote. The Chairperson asked the Secretary if he was still posting the minutes on the school website. He said that they are redesigning the website, but he will check to see if the Website Sub-Committee would be willing to publish in the mean time even though they are not making routine changes to the site. If they would prefer not to publish on the site, then the Secretary will ensure that a copy of the minutes is posted in the narthex of the Church.

First, the Chairperson reported to the Commission that Member Donna Rund may be resigning her position with the Commission. Her son has transferred to another school. The Chairperson will determine whether Ms. Rund will stay on as a Member or resign for the next meeting.

Next, the Commission discerned new officers for the Commission: Chairman – Greg Dant; Vice Chariman – Greg Jackson; Secretary – John Swhear; Technology Committee Chairman – John Swhear; Marketing Committee Chairperson – Bessie Davey; Finance Committee Chairman – Paul Sahn; Membership Committee – Greg Jackson; Facilities Committee Chairman – Paul Sahn; Safety Committee Chairman – Bessie Davey. The Chairman of the Monitoring Committee was not discerned and will be deferred to the next meeting of the Commission.

The next item of business was year-round school. Sister reported that the Committee has not started meeting yet. The Committee will bring any recommendations to the School Commission before publishing any recommendations.

The Commission next discussed escalation procedures for complaints from parents. The procedures is to first discuss any issues with the Teacher; next, the parent should speak with the Principal. If the parent feels that their issue has not been adequately addressed, then they should consult the School Commission. Finally, they should consult with Father. Sister and the Chairperson will meet in with Father to get his input regarding this escalation procedure.

There will be an orientation on the Catholic School and Faith Formation Guide, which is offered every year, at the Catholic Center. Greg Jackson will attend. Sister and the Chairperson encouraged all members to attend as a refresher.

Mr. Swhear reported on the Technology Committee. More members have been solicited for the Committee, and it has been divided into Sub-Committees to better address the technology needs of the school. Mr. Swhear distributed a status report of outstanding trouble tickets that have been documented by the school staff and faculty and have been assigned to the Sub-Committees. There are several items that have been completed. Other items are actively being address. Mr. Swhear also reported that the Committee has determined that there is a virus problem with all of the school's computers. The Commission was very supportive of pursuing an appropriate solution; but, a recommendation must be brought to the Commission.

Sister reported that the administration has come up with themes for each month that are carried through the curriculum. She said that there has been positive response so far. She also reported on the North Central Accreditation of the Archdiocese, which sites school improvement plans. She further reported that the NWEA test is no longer offered. But, the Terra Nova test will be administered and is paid for by Milliken. Sister next presented the results of the parent survey. The Commission will discuss in more detail at the next meeting. Sister also reported that the results of the Blue Ribbon results have been postponed. She will report at the next meeting.

Next the Chairman asked that the Commission be represented at the Ministry Weekend, the weekend of October 18. All ministries will be represented and available for questions of the Parish.

The Commission decided that it would like to have a budget report at the beginning of every month. Sister will bring to the meetings.

Next, the Commission decided to discuss the next meeting of the Commission. It was decided to change the meeting to the second Tuesday of the month, consistent with the Parish Bulletin.

The next meeting is scheduled for October 14, 2003 at 7:00p.m. There being no further business before the Commission, there was a motion to adjourn. The motion was seconded, and the Commission adjourned at 8:59p.m.

Respectfully submitted,

John Swhear
Secretary