

## **St Jude School Commission Minutes of the Meeting Held October 13, 2003**

The St. Jude School Commission (the "Commission") met on October 13, 2003. The following members of the Commission were present, constituting a quorum: Greg Dant, Chairman; Sr. James Michael, Ex-Officio Member and Administrative Officer; Greg Jackson, Vice Chairman; Bessie Davey, Member; Paul Sahn, Member; and, John Swhear, Secretary. Member Bill Hampton was not present.

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

The minutes from the previous meeting of the Commission, held on September 8, 2003, were distributed to the members of the Commission and were approved by voice vote.

First, the Chairman distributed a schedule for the Ministry Fair, will be held after all masses on Saturday, October 18 and Sunday, October 19. He also distributed pamphlets that describe the responsibilities of the School Commission.

Next, the Commission discussed the Protocol Policy. It was decided that the Vice Chairman would write up the modifications to the policy as written and distribute to the Commission.

The next item of business was the RCIA snack. The RCIA program has requested that the various commissions serve a snack at the program and present the goals and objectives of the commission. The Vice Chairman volunteered to do the presentation. He volunteered for the Wednesday, December 3<sup>rd</sup> meeting. The Chairman said that he will get more information.

Mr. Swhear reported on the Technology Committee. He distributed a report on the completed and outstanding trouble tickets that the Committee are currently working on. He also reported that Sister and Bill Sanders and the Committee have resolved the problem of after hours access to the school. The Commission was very supportive of the recommended access methods. Mr. Swhear reported that the Committee had developed a preliminary policy regarding after-hour access and asked for Commission input. The Commission offered its input. Mr. Swhear will document the policy, taking into account the Commission's input, and distribute to the Technology Committee members and the School Commission members.

Next, Mr. Swhear presented a proposal for the purchase of virus software for all school PCs. Upon motion duly made and seconded, it was unanimously:

**RESOLVED,** That the St. Jude School Commission hereby authorizes the Technology Committee of the St. Jude School Commission to purchase the F-Prot virus software, as presented to the Commission and in an amount not inconsistent with said presentation.

There was no report from the Marketing Committee.

Next, Mr. Sahn reported on the Finance Committee. Mr. Sahn distributed the budget highlights and the Commission discussed the details. It was determined that the Commission will continue to discuss budget issues at each meeting and drill down to the next level of detail to manage the budget throughout the year.

The next report was from the Membership Committee. Mr. Jackson will contact Mr. Bill Hampton to determine whether he still intends to be a member of the Commission. Ms. Donna Rund has resigned as a member of the Commission.

Mr. Sahn reported for the Facilities Committee. The Commission discussed the moisture problem in the sixth grade room. Mr. Sahn will contact Bill Sanders to determine whether there is a problem.

Next it was reported that Ms. Sabrina Young has information from Dennis Nichols at Perry Township and will update St. Jude's specifications regarding Safety. She will then present to the Commission.

Next, Sister James Michael gave the Principal's report to the Commission. She also presented the EPA School Rule (1983) and AHERA requirements certification to the Commission. The Secretary will store with the Commission records.

Sister also presented the letter from the Archdiocese regarding their policy regarding school trips.

Finally, the next meeting is scheduled for November 10, 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 8:40p.m.

Respectfully submitted,

John Swhear  
Secretary