

St Jude School Commission Minutes of the Meeting Held September 14, 2004

The St. Jude School Commission (the "Commission") met on September 14, 2004. The following members of the Commission were present, constituting a quorum: Greg Dant, Chairman; Sr. James Michael, Ex-Officio Member and Administrative Officer; Michael Croddy, Member; Bill Hampton, Member; John Swhear, Member; and, Cheryl McAllen, Secretary.

The Chairman opened the meeting at 7:10pm. He recognized Sister James Michael who provided an opening prayer.

The minutes from the previous meeting of the Commission, held on August 10, 2004, having been previously distributed to the members of the Commission, were approved with by voice vote with modification.

Next, the Commission discussed goals for the school. There are some immediate goals for the school such as making it completely handicap accessible, maintaining Blue Ribbon status, etc. There are also longer term goals for the school that need to be defined. These might include things such as class size, overall enrollment size of the school, etc. Some of these goals for the school might come out of the discussions regarding the Enrollment Prioritization Policy.

The Commission moved to the topic of Enrollment Prioritization Policy. The Policy was fitting for the time at which it was written. It should now be reexamined to evaluate what changes may be needed. All Commission members expressed their view and opinion of the existing Policy. Much research was accumulated in the early spring when the Commission surveyed surrounding Parishes for their Stewardship and Enrollment Policies. The same sub-group was assigned to review and bring recommendations for changes to the Enrollment Prioritization Policy to the October meeting. The goal is to present any modifications to the Policy at the November Parish Council meeting.

Next, the Commission discussed the previously approved changes to the By Laws and Standing Rules. These were approved by the Commission and required approval by Father. Father denied the changes. He would like to see at least a one month notice for changes to the By Laws prior to approval and restrict the approval in writing to only when the Commission is not able to meet. The standing rules already call for a one month notice of proposed amendment, so no change to the standing rule is needed. Therefore, the suggested changes to the By Laws now read as follows:

RESOLVED, That the School Commission does hereby provide the required two month notice of a proposed amendment to its By Laws whereby the two month notice for modifying the By Laws is changed to a one month notice of a proposed amendment to its By Laws; and

RESOLVED FURTHER, That the proposed modifications to the By Laws are to allow Written Consent in Lieu of a Meeting of the Commission with prior notice to Pastor; and

RESOLVED FURTHER, That Article V, Meetings, is proposed to be updated to include the following language at the end of the Article: "Action may be taken without a meeting, when a meeting is not possible and prior notice has been given to Pastor, if a unanimous written consent is signed by all of the members of the SC, and if such consent is filed with the records of the SC."

At this time Sister discussed recognition for teachers at milestone years beginning with 15 (i.e., 15, 20, 25, 30, etc.). There are seven teachers to be recognized at this end of this school year. This includes those teachers that were not recognized at the end of the 2003-2004 year due to unforeseen circumstances. The desired recognition is a gift of a personal nature the teacher would enjoy (e.g., a gift certificate),

commensurate with the length of service. There is no money allocated in the budget for this recognition. The Chair will pursue the possibility of the Men's Club or PTO providing funding for these recognitions.

Next, the Chair updated the Commission on implementation of the Stewardship Policy. There are some 75 forms requiring follow-up, mainly due to the line for volunteer commitments being left blank. There are approximately 30 families that did not return a form. These families will be notified shortly via letter that they need to agree to and meet the commitments specified in the Policy or they will be considered not active and will be expected to pay the non-Parishioner tuition rate. They will also be notified that this could affect their priority for enrollment next year.

The Commission, at this time, moved into the Committee reports. Mr. Swhear reviewed the Technology Committee's activities. They have been working hard 2-4 nights per week. They will be working on updating their plan and budget and will bring that back to the Commission. Mr. Swhear is also hoping to throw a party for the Technology Committee to thank them for the hard work accomplished over the summer. The Chair provided the Finance Committee update. There is no money allocated in this year's school budget for maintenance to the school. In the past, Bill Sanders was provided a budget by the Parish Council for maintenance, which included the school. This budget was cut during the Parish budget discussions. The Commission needs to consider whether or not funds should be designated funds in the school budget for maintenance to the school. Mr. Hampton and Mr. Sahn will investigate this and bring a recommendation back to the Commission. Mr. Croddy provided an update on the new child restraint law that went into effective July 1 that could have some impact on field trips for the lower grades. Children between ages 4 and 8 that are too big for a child restraint seat must be in a seatbelt.

Sister James Michael then gave the Principal's report to the Commission. The seventh and eighth grades had very successful retreats. Margaret Hendricks spoke at the PTO meeting on Promise to Keep. ISTEP testing will be conducted September 20th through October 1st. Sister also reminded the Commission of the Commission Training scheduled for 7:00pm, October 29th at the Catholic Center. New members should attend. Any returning members are also welcome to attend as a refresher.

Sister then asked if the Commission could move the October meeting from the scheduled date of October 12th. The Parish Mission is being held on October 12th and 13th. All parish families are encouraged to attend. The Commission decided to meet on October 5th at 7:00pm.

There being no further business before the Commission, there was a motion to adjourn. The motion was seconded, and the Commission adjourned at 9:22p.m.

Respectfully submitted,

Cheryl McAllen
Secretary