

St Jude School Commission Minutes of the Meeting Held October 5, 2004

The St. Jude School Commission (the "Commission") met on October 5, 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; Paul Sahn, Vice Chairman; and, Cheryl McAllen, Secretary.

The Chairman opened the meeting at 7:04pm. He recognized Sister James Michael who provided an opening prayer.

The minutes from the previous meeting of the Commission, held on September 14, 2004, having been previously distributed to the members of the Commission, were approved by voice vote with modification.

The Chairman and Vice Chairman updated the Commission on implementation of the School Family Stewardship Policy. They are following up with families that either did not return or returned partially completed policy forms. There has been an increase in number of envelopes received in the general collection during weekend Masses.

The Commission moved to the topic of Enrollment Prioritization Policy. A sub-group consisting of Mr. Croddy, the Chairman, and Mrs. McAllen had been charged with bringing the Commission proposed changes to the policy based on research they performed earlier this year with area parish schools. The sub-group recommended only minor changes at this time due to lack of long-term Parish and school plans being in place. The changes being recommended are to incorporate the School Family Stewardship Policy into the Enrollment Prioritization Policy. After discussing the recommended changes, the revised Enrollment Prioritization Policy was approved by voice vote allowing for minor modification to make some of the wording more concise. The revisions will be presented to Pastor and Parish council for their review and approval.

Next, the Commission discussed the need to establish short and long term goals for the school. There are some immediate goals that need to be addressed, such as incorporating a foreign language program, making the facility completely handicap accessible, determining how frequently the School should apply for the Blue Ribbon award, etc. There are also long term goals that should be established to guide the direction and decisions made now for the future of the school. The Commission agreed that there should be a minimum of two representatives from each perspective of parents, teachers, and Commission members. The Chairman, Vice Chairman, Mr. Croddy, and Mrs. McAllen all expressed interest in participating on this committee. Sister agreed to work on identifying teachers and parents for this committee.

The Commission then moved on to the topic of next year's first grade class enrollment. For the 2004-2005 school year, the Parish Council approved adding a third Kindergarten class to accommodate the high enrollment. Kindergarten families were notified there was no guarantee their child would be able to attend first grade at St. Jude due to classroom size and space limitations. There are currently 64 children in the three Kindergarten classes. The school can accommodate 32 students across two first grade classes if the part-time aide is retained and an additional full-time aide is hired. Although this will have yet to be determined financial impact due to accommodate a full-time aide's salary, the Commission recommends hiring a full-time aide and allowing 32 students in each first grade classroom to accommodate the current Kindergarten enrollment. The Commission also recommends that enrollment in the 2005-2006 first grade class be closed until enrollment in that class drops below 60 students. The Commission asked that a survey of current school families be conducted to determine how many St. Jude students have siblings attending Kindergarten elsewhere that may be interested in attending first grade at St. Jude.

Next, the Chairman and Sister updated the Commission on TAP. This is the last year we are eligible for the \$70,000 we have received by participating in this program. There is a possibility that the Exceed

Program may be able to provide \$25,000 next year via a special fund for the Miliken Program as long as we meet the criteria they require (e.g., raising our own funds). Sister is looking for ideas and opportunities to raise funds. The Commission members identified various fundraisers they have participated in for other school or church activities that have raised a good deal of money in one evening. The Chair will identify with the Parish Council any ideas or suggestions they might have for such fundraising event(s).

The Commission, at this time, moved into the Committee reports. The Vice Chairman provided an update on the financial report. At this point, we appear to be on target with our budget. Mrs. McAllen provided an update from the Membership committee. She will be asking everyone to provide the month and year they joined the Commission so that we can start succession planning. Mr. Croddy provided an update on the Safety committee. He is looking for a clear definition of this committee's charge. The Commission agreed that we should discuss specific definitions for all committees at our next meeting.

Sister James Michael then gave the Principal's report to the Commission. Istep+ testing is complete. Terra Nova tests are upcoming. The 7th grade will participate in Return to Mars program. Sister provided information on bus service Miller Transportation provides that is used for transporting students on field trips. Their service is comprehensive and Sister has been very pleased with them. Report Cards, Parent/Teacher conferences, and the INPEC Conference for teachers will all be occurring later in October. November will include Grandparent's Day and Promise to Keep.

There being no further business before the Commission, there was a motion to adjourn. The motion was seconded, and the Commission adjourned at 8:25p.m.

Respectfully submitted,

Cheryl McAllen
Secretary