

## **St Jude School Commission Minutes of the Meeting Held March 8, 2005**

The St. Jude School Commission (the "Commission") met on March 8, 2005. The following members of the Commission were present, constituting a quorum: Greg Dant, Chairman; Paul Sahn, Vice-Chairman; Sr. James Michael, Ex-Officio Member and Administrative Officer; Michael Croddy, Member; John Swhear, Member; Bessie Davey, Member; and, Cheryl McAllen, Secretary.

The Chairman opened the meeting at 7:03pm. He recognized Sister James Michael who provided an opening prayer.

The minutes from the previous meeting of the Commission, held on February 8, 2005, having been previously distributed to the members of the Commission, were approved by voice vote.

The Chairman recognized Sister who provided an update to the Commission on TAP funding from the Archdiocese. The meetings held in January and February with the Archdiocese yielded no decision on any funds that might be forthcoming to help continue the TAP program. Some funds from the Meijer Rewards program and some endowments to the school specifically for the TAP program have been accumulated so far for funding next year. Regardless of what funds might be available for this program in 2005-2006, the Commission must come up with a long-term strategy for funding this program if it's going to continue.

The Commission moved to the topic of orientation for new school families. In past years, the PTO has sponsored a Mentor program. Sister provided a package to each Commission member that describes the details of the program. This was not done for Kindergarten families last year, but the Commission agrees that this program should be provided for all new school families, including Kindergarten. The Commission will discuss this again at the April meeting.

Next, the Chairman provided an update on air quality management for the school. The Board of Health (BOH) air quality specialist visited the school again on March 8<sup>th</sup>. School personnel have been taking random air quality readings and the BOH specialist took readings on her visit. The air quality is improving, but is not at ideal levels. The equipment in the building is moving air from the outside in to help reduce CO<sub>2</sub> levels. However, with the updated windows and doors that have been installed, air is not moving out of the building. The options for moving air out and further improving the CO<sub>2</sub> levels are being investigated. The BOH specialist will be back in April. She will provide a full written report once the investigation and correction of any air quality issues is complete.

The Chairman then provided an updated version of the by-law changes proposed and approved last fall. The wording was simplified per Father's request. The Chairman also proposed a change to the by-laws that supports the practice of discerning officers each year. The proposed change is to be voted on at the April meeting.

### **Current**

Article IV, Section 2:

Officers of the SC shall have a one-year term. No officer may serve more than two consecutive terms in the same office.

### **Proposed**

Article IV, Section 2:

Officers of the SC shall have a one-year term.

Next, the Chairman updated the Commission on funding for an elevator. Mrs. Molloy presented to the Finance Committee and it was agreed to hold a Parish-wide garage sale on June 11, 2005, with funds from the sale supporting installation of an elevator in the school building.

The Commission then discussed Kindergarten and school registration, fees, and budgets for 2005-2006. Open registration for new school families was held on March 8<sup>th</sup>. With the in-school registration and open registration numbers received, all grades except 4, 5, 6, and 7 are full. There will be a waiting list for Kindergarten next year as there are 59 children enrolled and the capacity for this grade is between 56 and 58 students. It is also important to keep in mind that the priorities for siblings of currently enrolled students could still be affected if families choose not to participate as active Parish families.

Sister reminded the Commission that the legislature is considering moving the date for Kindergarten eligibility from July 1<sup>st</sup> to August 1<sup>st</sup>. If this legislation should pass, we would likely have higher Kindergarten enrollment numbers.

The book fee for grades 1-8 was set at \$140 for 2005-2006. The Kindergarten registration fee was not changed. There was not a separate technology fee assessed for next year, however the Technology budget will be a separate line item in the overall school budget. This will allow the Technology Committee to know at any time how much money they have to operate.

The Commission agreed to keep the Kindergarten tuition level at \$110 per month for next year. The tuition fee for grades 1-8 cannot be determined until we have several pieces of information not yet available to us. These include information from the Archdiocese regarding the increase in healthcare costs for next year and whether any funds will be provided toward TAP, as well as the amount of subsidy we will receive from the Parish. The Finance Committee is meeting on Thursday, March 17<sup>th</sup> to determine the Parish budget for next year. The School Commission will attempt to have a quorum present at that meeting so that the proposed tuition for 2005-2006 can be determined that evening. This will allow the proposed fee to be taken to the Finance Committee and Parish Councils prior to the April meeting.

The Chairman then provided an update to the Commission on our tuition fees as they compare to surrounding Parish school fees. Our single-child tuition fee is one of the lowest. Our multi-child (2&3) tuition fees are higher. The fee we have for 3-child families is the highest by far. The Commission agreed that as we look at possibly needing to increase tuition, we need to consider bringing these number more in-line with the surrounding Parish schools rather than just assigning a flat percentage increase to each level.

The Commission then moved into Committee Reports. The Finance Committee update was previously covered in the tuition discussions. Mr. Swhear provided an update from the Technology Committee. The committee has reviewed both technology options obtained by the Finance Committee for updating the technology infrastructure of the school. The committee feels either option would adequately address the issues. The proposed four-year plan the committee presented in February and funding to support it is still needed, as it addressed issue other than the proposals received via the Finance Committee. Mrs. McAllen provided an update from the Membership Committee. Eight people have expressed interest in serving on the School Commission. Each has been asked to provide information about themselves and their interest in the School Commission to Sister. Once that information is received, the Membership Committee and Sister will speak to each person and discern who would best fit the openings available on the Commission. Three of those interested have children in school, but have been asked to provide the information to Sister so that it can be kept on file for future openings on the Commission. Mr. Croddy provided an update from the Safety Committee. This committee has met. Mr. Croddy will be attending a conference in April regarding safety technology for schools.

Sister James Michael then gave the Principal's report to the Commission. Milken will be visiting on Tuesday, March 15<sup>th</sup> for evaluation of TAP.

There being no further business before the Commission, there was a motion to adjourn. The motion was seconded, and the Commission adjourned at 9:25p.m.

Respectfully submitted,

Cheryl McAllen

Secretary