

St Jude School Commission Minutes of the Meeting Held May 10, 2005

The St. Jude School Commission (the "Commission") met on May 10, 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. Also in attendance were Mrs. Kim Simon, PTO Treasurer and Finance Committee Member, and incoming School Commission member John Hovanec.

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 March 8, 2005, having been previously distributed to the members of the Commission, were approved with corrections by voice vote.

The Chairman opened the meeting with words of thanks to Mr. Hampton and Mrs. Davey for their years of service on the School Commission. Mrs. McAllen then introduced the incoming members Mr. Hovanec and Mrs. Chamberlin.

The Commission then moved to the topic of the recognition for Mrs. Lynch. The Men's Club is willing to contribute up to \$200 for a recognition gift if the PTO is willing to match the amount. Mrs. Simon will check with the PTO and get back to the Chairman.

The next item of business was the Mentor Program for new school families. The PTO is forming a committee to conduct this program. The Mentor meeting will be held on August 3, 2005 at 7:00pm for all new school families, including Kindergarten. The plan includes the Finance Committee, PTO, and School Commission providing a brief synopsis of their charge.

Next, the Chairman relayed that Father has ratified the bylaw amendments approved by the Commission during the April meeting. This change is as follows:

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.

Approved

Article IV, Section 2:

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

The Commission then moved to the topic of Direct Debit (ACH) for Financial Stewardship and Tuition. Mrs. Simon presented results of research she conducted and a proposal for using Direct Debit for Financial Stewardship and Tuition obligations. After hearing the positive results from the research, the Commission agreed that voluntary ACH for tuition should be available for school families. The Commission also agreed that work with the Stewardship Commission needs to be done to understand how compliance with the School Family Stewardship Policy would be tracked if ACH for Financial Stewardship for the Parish were offered.

The Commission then decided to table the discernment of Committee Chairpersons until the August meeting.

The Chairman moved on to the topic of reviewing and updating the bylaws. The Commission agreed to wait until August to form an ad-hoc committee to address the bylaw updates.

The Chairman then recognized Sister who provided an update on the Atomic Clocks for the school. The PTO provided money to purchase Atomic Clocks for the classrooms. There was some confusion as to whether or not the School Commission needed to approve this purchase. It was requested that Mrs. Simon,

or her replacement as Treasurer of the PTO, and Mr. Sahn work together to draft a spending procedure making it clear how the teachers and Administrator request monies for purchases. This procedure should address who the request is provided to so that we can ensure the request is being addressed by two parties (e.g., the PTO and Men's club both providing money for the same purchase).

The Commission then moved into Committee Reports. The Finance Committee update was discussed as part of the Atomic Clock discussion. The Membership Committee update was covered previously with introductions of new members. The Chairman provided an update from the Facility Committee. The report from the Board of Health regarding the air quality and improvement in it should be coming next week. The installation of the electronic equipment on the dampers is occurring. Mr. Swhear provided an update from the Technology Committee. The infrastructure estimates were determined to be excessive for what we would be getting. The Technology Committee has made a counter proposal and presented to the Finance Committee for updating equipment in the school. Mrs. Davey provided an update from the Marketing Committee. She is willing to continue chairing the ad-hoc Special Needs Committee even though her term on the Commission is ending. The Commission agreed to discuss this committee at the August meeting. Mr. Croddy provided an update from the Safety Committee. He is assessing the current safety plan but needs guidance from the Commission on the scope of this committee. The Commission requested the committee provide an initial assessment regarding the most urgent gaps in the current plan.

Sister James Michael then gave the Principal's report to the Commission. The first day of school will be August 15, 2005. Back to school night will be August 25, 2005.

The Commission then discerned officers for the 2005-2006 school year. Officers were determined to be:

Mr. Greg Dant, Chairman
Mr. Paul Sahn, Vice-Chairman
Mrs. Cheryl McAllen, Secretary

There being no further business before the Commission, there was a motion to adjourn. The motion was seconded, and the Commission adjourned at 9:35p.m.

Respectfully submitted,

Cheryl McAllen
Secretary