

## **St Jude School Commission Minutes of the Meeting Held September 13, 2005**

The St. Jude School Commission (the "Commission") met on August 9, 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; John Hovanec, Member; Mary Ann Chamberlin, Member; John Swhear, Member; Julie Molloy, PTO President; and, Cheryl McAllen, Secretary.

The Chairman opened the meeting at 7:08pm. He recognized Sister James Michael who provided an opening prayer.

The Chairman then recognized Mr. Swhear who provided an update on moving computer in the media center due to leaking air return units. All but two of the computers have been moved. The remaining two will be moved as soon the desks for them arrive.

Mrs. Molloy then provided the Commission with an update from the ad hoc Special Needs Committee. Mrs. Davey will continue to keep the Parish Council updated on the committee's work. Mrs. Himes is working on the mission statement for the committee. Mrs. Molloy is researching regulations and legislative items. She also spent the day learning about the STARS program at Roncalli. The committee is also working on grant letters to be sent out soon.

Next, the Commission tabled an update from the ad hoc committee to review and make needed updates to the bylaws and standing rules of the Commission. This committee has not yet had a chance to meet.

The Secretary then confirmed with the Commission that it is responsible for updating the tuition policy to reflect the use of a tuition management company. The Secretary will follow up with Mrs. Graves at the Parish Center to determine the renewal procedure and timing is with the tuition management company. The Vice-Chairman will follow up with the Finance Committee Chairman to determine if and/or who from the finance committee should be involved.

Mr. Croddy then addressed the cost of walkie-talkies for the school. Ideally, the school would have walkie-talkies with a secure channel to communicate. Ideally the school would have at least seven to allow each zone of the school to have one in the event of a crisis (e.g., fire, lock-down, etc.) Mrs. Molloy agreed to follow-up with some vendors her husband does business with to see if the school could acquire quality radios at a reduced price.

Next, the Commission approved the Technology Norm and Safety Committee Norm, with spelling corrections.

Sister then provided the Commission with an update school registration. There are 513 students enrolled.

The Chairman then addressed the issue of school goals for 2006-2007. Sister will identify teachers that wish to participate and provide suggested dates for members of the Commission to meet with them.

The Commission then assessed facility and safety needs for the 2006-2007 school year. Mr. Hovanec, Facility Chairman, will meet with the Chairman, Sister, and Mr. Sanders to walk through the facility and identify needs. Mr. Croddy identified that perimeter security is the top priority for safety needs.

The Chairman then relayed the Pastors desire that the Enrollment Policy prioritization as it relates to Kindergarten students be clarified. The Commission approved the addition of language to the policy that clarifies returning Kindergarten students are considered to be Priority One. If a student attended Kindergarten at another school and wishes to come to St. Jude for First Grade, then highest priority that student would receive is Priority Two.

The Commission then moved to committee reports. The Chairman then shared with the Commission a request from the PTO to spend \$1500 to purchase a sweatshirt for each student at St. Philip Neri. The sweatshirts are being provided at cost and embroidery of on them is being provided for free. The PTO is organizing a service oriented fundraising activity for the students of St. Jude to complete that will help offset this cost. The Commission unanimously approved the expense for this project. The Vice-Chairman provided an update on the budget. The Chairman also shared the RCIA request for the Commission to share information on the ministry and provide dinner or dessert at an RCIA meeting sometime January 25<sup>th</sup> or sometime in February. The Chairman will send the dates out so the Commission can determine which is best for everyone's schedule.

Sister provided the Administrative Report. I-Step testing will begin on the 19<sup>th</sup>. One of the cameras in the media center is broken and needs to be replaced. The request for funds will be completed to see if the PTO Technology fund can be used to purchase a new camera.

There being no further business before the Commission, there was a motion to adjourn. The motion was seconded, and the Commission adjourned at 9:18pm.

Respectfully submitted,

Cheryl McAllen  
Secretary