

St Jude School Commission Minutes of the Meeting Held August 8, 2006

The St. Jude School Commission (the "Commission") met on August 8, 2006. The following members of the Commission were present, constituting a quorum: Cheryl McAllen, Chairperson; Mary Ann Chamberlin, Vice-Chairperson; John A. Hovanec, Secretary; Sr. James Michael, Ex-Officio Member and Administrative Officer; John Swhear, Member; Kathleen Fluke, Member; Paul Sahm, Member; Mrs. Nan Murphy, Resource Program Steering Committee member; and Vicki Rohrman, President PTO.

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

Next, the School Commission members went around the room and introduced themselves to everyone present.

Mr. Sahm distributed two documents regarding the approved 2006-2007 Budget. He reported the School hired a special needs teacher; the school gave approximately \$30,000.00 in financial assistance awards; and the finance committee modified its structure as it created an executive committee.

Mrs. Nan Murphy and Mrs. Chamberlin, Resource Program Steering Committee members, then presented the following report regarding the Special Education/Resource teacher and program: Rebecca Wooldridge was hired to fill the role of Special Education/Resource teacher; they distributed a handout with a proposed Placement Procedure for St. Jude REACH (Recognizing Excellence in All Children) Program & School Referral Policy; and they intend to forward to all members a proposed Mission Statement for review. The Commission agreed that the Resource Steering Committee should continue throughout the school year to monitor and track the progress of the Resource Program; and that all members would review and comment on the proposed Placement Procedure and School Referral Policy at the next meeting.

The Commission then moved to discernment of Standing Committees. The Committee Chairpersons for the 2006-2007 school year will be as follows: Technology, John Swhear; Marketing, Mary Ann Chamberlin; Finance/Budget, Paul Sahm and Kathleen Fluke; Membership, Cheryl McAllen; Facility, John Hovanec; and Safety, Michael Croddy, unless he indicates otherwise.

Cheryl McAllen then presented the ten year plan for the parish. Mrs. McAllen passed a questionnaire to all members to respond to in relation to their respective Committee relating the Capital Campaign initiative. On August 28, 2006 at 7:00 p.m., the Executive Committee of the School Commission meeting will be held to discern the Commission members questionnaires and prepare the School Commission's recommendations towards the Capital Campaign initiative. This meeting is open to all Commission members. Mrs. McAllen suggested, and the Commission approved, a second Questionnaire titled Ministry Assessment Worksheet, directed towards non-ministry related employees of the school and their concerns.

The Commission agreed to continue to discuss and rank goals for the upcoming school year, including but not limited to a foreign language teacher. Mrs. Chamberlin and Mrs. Fluke will discuss goals with the teachers prior to the next School Commission meeting at 6:00 p.m. on September 12, 2006.

The Commission agreed to continue monitoring and updating school policies, and establish a Commission Mission Statement.

Mr. Hovanec gave his facilities report. No major problems were reported over the summer break; the elevator is completed and working and the parking lot has been sealed and its stripes were to be painted the following day.

Mr. Swhear gave his technology report and advised a laptop cart was purchased; we are currently on our 4th year of the technology committee's four year plan and the Committee intends to replace the computers in the computer lab, budget permitting.

Mrs. Rohrman spoke on behalf of the PTO and passed out her President's Goals and St. Jude Parents Letter with dates of the upcoming meetings. The Commission agreed that a member would try to be present at every PTO meeting.

Mrs. McAllen reported the following during her Chairperson remarks: she passed out her 2006-2007 Planning Dates calander; advised of the dates, times and locations of Commission Training Meetings; advised that Father intends to have a reception in the Rectory to welcome new families and would like ministry members to be present; asked Commission members to take turns in leading Commission meeting prayers.

Sister James Michael gave the following Principal's report to the Commission: she explained the Wellness Program and how it is affecting the School vending machines; the first day of School is 8/14/06; that to date, we have 516 children enrolled in the school; passed out and explained a Home Worker Watcher brochure; is in the process of preparing a resonse to a previous Fire Marshall report; advised school lunches increased from \$1.50 to \$1.75; and library books are ready for scanning.

The minutes from the previous meeting of the Commission held on May 9, 2006 were approved having been previously distributed to the members of the Commission.

The next meeting is scheduled for September 12, 2006 at 7:00p.m. There being no further business before the Commission, there was a motion to adjourn. The motion was seconded, and the Commission adjourned at 9:30 p.m.

Respectfully submitted,

John A. Hovanec
Secretary