

**Report to Council  
St. Matthew Parish  
Submitted to the Vice Chairperson  
Committee: Board of Education  
Person Submitting: Christine Apple**

**Meeting Date: 6 October 2008**

Members Present: Susan Shawver, Fr. Pat, Julianne Barber, Christine Apple, Karen Dolan, Jennifer Heiges, Mike Studer, John Lee, John Otto, Sue Margraff, Lisa Cheaney.

Excused: n/a

Guests: Teri Karpinski, Phil Unti, Matt Knorr

**1. Opening Prayer/Question of the Week.**

**Old Business**

2. **Previous meeting minutes reviewed:** Motion to accept amended minutes by Lisa, second by John L..
3. **Review of open items from previous meeting-**discussed throughout the meeting.

**New Business**

4. **School Board In Service-** The Archdiocese provided a training for Board of Educations to better understand the roles and responsibilities of the BOE. John Lee and Lisa Cheaney attended and benefited greatly from the meeting.
5. **Home and School Auction Funds** – Discussion of how to spend the remainder of auction funds and remaining Home and School Association funds. There is an approximate balance of 15,000.00. Many suggestions by the Teachers were provided so that the money could be spent in the best way possible. There is still a plan to purchase two defibrillators at a cost of 1500.00 each and the OCFD has agreed to provide training in the use of these. A suggestion was made to keep a list of the trained people next to the units. The school still plans on purchasing a Smart Board and pay for the training. Other wishes include a photocopier, new white boards, updated maps of Europe and the United States, ceiling tile replacement in the Music Room, Elmo Document Reader (s), playground equipment, and a double sided ball locker. The teachers also requested an Aide for the lower grades who will also share lunch duty. One idea was to offer tuition reimbursement to a parent who is willing to do lunch duty for the year. This would serve to enhance the quality of planning for

the school teachers. New ovens are still on the wish list as are new books for the library.

6. **Scrip for Tuition Plan** – The Board of Education supports this plan. Parents can benefit from the plan so long as tuition agreements are up to date. A software program tracks the money spent on SCRIP so this would be a partially automated program. Mary Shelton is willing to take this task on for this year. Those purchasing SCRIP from the Parish can put down a school family's name or the proceeds will go directly to the Home and School fund.
7. **Review of Uniform Policy** – All spirit wear is allowed on Wednesdays but hooded sweatshirts, even if they have spirit wear logos, are not allowed.
8. **Parent Contract** – There is a concern about the current wording of the parent contact with regard to financial contributions to the Parish. The contract for next year will no longer have in it a 20 dollar per week donation to the Parish requirement.
9. **Marketing Ideas for 2008-2009** – Marketing plans for the upcoming year will include visits to other parishes in this area to see if the parents know about our school and wish to send their kids to St. Matthew's School. Discussion centered on children from other Parishes paying the current tuition rate without the necessity of having the respective Parish donating money to our school/Parish.
10. **Principal Updates** –The teachers will be attending the Teacher's Convention at St. Matthias and Midwest Airlines Convention Center where they will see a seminar on Depression and have break out sessions on religious certification workshops. The OCFD visited the school and talked about fire safety. Enrollment is steady at 217. Extended Care reported that there are 23 children in the morning and 28 children in the afternoon. Mary Shelton has been very diligent about collecting fees from parents.
11. **Budget for 2009-2010** – The BOE will form an ad-hoc committee to come up with a budget proposal.

**Floor items –**

\*Matt Knorr. – Copies of the Minutes should be sent to the Parish Council although not necessarily placed on the Website.

\*Fr. Pat – Call to get all members e-mail addresses.

Respectfully submitted...Christine Apple