

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

Meeting Date: 1 December 2008

Members Present: S. Shawver, J. Barber, C. Apple, K. Dolan, J. Heiges, M. Studer, J. Lee, J. Otto, S. Margraff, L. Cheaney, Fr. Pat.

Excused: J. Otto, M. Knorr, S. Margraff

Guests: Teri Karpinski

1. Opening Prayer/Question of the Week.

Old Business

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

New Business

4. **Sweatshirt Discussion-** Lengthy discussion on whether or not to allow a change in the Uniform Policy to allow for the wearing of hooded sweatshirts in the classroom for the current or next year. Hooded sweatshirts can currently be worn to and from school and at recess but not in the classroom. The sweatshirts are good for marketing and good for school spirit. Through much debate and discussion, it was decided that the current uniform policy should remain as is. The sweatshirt idea should proceed forward and the students will be allowed to purchase and wear them as spirit wear.
5. **Marketing Update** – The Marketing Committee met and worked on a new brochure which was well received by the BOE. The brochure can be printed on glossy paper or resume paper for Open House and for placement in Bulletins in our area. There is currently money in the budget for the printing and other costs associated with marketing. Inserts for the school and inserts advertising open house will go into bulletins on January 11th and January 18th. Several families have agreed to put yard signs advertising St. Matthew’s school. *There are approximately 37 kids coming to St. Matthew’s from the Caledonia area. There is a possibility that bussing may be available for that area. *The Athletic Association requested that two

advertisements be placed in a basketball tournament at Thomas More High School. The cost is 150.00 per ad. This was thought to be a good idea for marketing. *The marketing committee is going to determine how much an ad would cost in the Catholic Herald during Catholic Schools Week. Another idea is to get a list of preschoolers in the Archdiocese and mail letters to the parents inviting them to tour St. Matthew's during Catholic Schools Week. *Mrs. McDonald was asked to participate in a quilt that will be placed on display at Aurora-St. Luke's so our school can be represented in the quilt.

6. **Qualifying Parish Policy** – Currently, the tuition that is paid by Parishioner parents does not cover the full cost of education and so the Parish supports the school in part. Fr. Pat helped to clarify the Archdiocesan policy about enrolling children from other Parishes. St. Matthews should encourage enrollment for students from other Parishes to support the mission of providing Catholic Education. We should not strictly require other Parishes to supplement tuition but scholarships and supplements are allowed if offered by the other Parish. Parents who are not active Parishioners at all will be required to pay the full tuition rate. All school parents will be required to participate in fulfilling service hour requirements for the school. John Lee will write a draft letter to the Parish Council clarifying the policy.
7. **CFC Update**– BOE was represented at the November meeting.
8. **Principal Updates** – Enrollment is steady at 217. One family with two children is going to join the Parish and toured the school today. The Art Assembly by Mark Kessler (Elements of Basic Drawing) was very well received by the students. The AED units are now installed. Mr. Rehn will set up training sessions at St. Matthews to include full CPR training. The Whiteboards have arrived and installation is scheduled sometime near Christmas. The Smart Board and Elmo equipment has also arrived in part. Badgerlink hook up installation to occur so that the search engines available are limited to only those appropriate for children. Articles can be downloaded and printed. The K4 and K5 Christmas Program will happen on 18 December with an afternoon and evening performance. Another activity involved the buddies caroling to other classes. Two people are interested in the lunch recess aide position. There will be a December Lucky Bulldog/Good Citizen Assembly on Friday. Extended Care reports having problems with the laptop and the Technology committee is helping out. The Hot Lunch Program reports being slightly down from last year, possibly due to enrollment being down. Different vendors are coming in to give talks on photocopier options. The copier will need to have the ability to staple and collate and handle cardstock and construction paper.

Floor items –

*Mike S. Will need some pamphlets from John to bring to Jubilee School.

Respectfully submitted...Christine Apple