

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

Meeting Date: 13 September 2010

Members Present: J. Barber, K. Dolan, J. Heiges, J. Lee, M. Studer, J. Noller, C. Apple, S. Margraff

Excused: Fr. Pat, M. Knorr

Guests: None

1. Opening Prayer/Question of the Week.

Old Business

2. Review, edit, and approve previous minutes. Motion to approve.
3. Review open items from previous meeting.

New Business

4. **Tuition Policy-** Discussion of current tuition rates and the ways in which we can raise or not raise tuition for next year. It would be beneficial to be able to declare that the tuition will not be raised more than five percent next year. It would be even better to declare a zero percent tuition increase for next year. It is currently unclear if either of those options is feasible at this time. One goal for next year is to give parents the tuition amount by Catholic Schools Week. Jenny agreed to call other schools to see how our tuition compares with other schools. Some other schools have a policy whereby the tuition increase will not exceed 5%. John will ask the Parish Finance Committee to see if it is feasible to have such a policy for our school.
5. **Auction Update** – The next School Auction is slated for November 6, 2010. Some requests for proceeds include Smart Boards, Playground Equipment, and Science Textbooks. This year, the Auction Committee would like to have as a prize tickets to a NASCAR race with a possible addition of making the prize a “package” deal with the possibility of airfare and/or hotel, since the race is in Las Vegas.
6. **Marketing-** Several ideas were noted for marketing strategies for this year. The St. Matthew’s website was identified as the primary way in which potential parents of students will look to find information on the school. The Technology Committee

runs the website and can potentially update it with new information and media as needed. We will continue to add Bulletin inserts for Parishes in our cluster. St. Matthews also has a school enrollment banner that can be placed outside to announce enrollment. This would be in addition to the yard signs that we already have that announce enrollment. Another idea was to place a sign up at the school entrance to indicate the existence of the school in addition to the Church. Over the summer, Mrs. McDonald organized an Independence Day Parade and this was attended by several students and parents.

7. **Board of Education Membership/Constitution** - Discussed membership representation. A notice for a call to members will be placed in the St. Matt's Matters to see if there is other parent interest in joining. John handed out the BOE Constitution for review. Members to review and revisit at the next meeting.
8. **Principal Updates** – Current enrollment is at 202 children. K4 will have an aide in the classroom that are assisting but not doing direct instruction. Grandparents Day was held today with large attendance. The curriculum was updated for physical education to be more aligned with state standards. An electronic grade book (Standard Score) will be implemented next semester so that parents can log in and view academic process. The Teachers will be having an in house webinar to help learn how to implement the Standard Score program. The playground equipment company Miller and Associates will be coming to St. Matts to discuss new playground equipment. The representative may be able to come to the October meeting or it may be better for a BOE member to come to school during the time of the meeting with the Miller representative. The Sports Court has been installed and can be used when the grass surrounding the court takes hold. There will be a scheduling system for the court. Grade four is slated to get ceiling fans soon since the other classrooms are done. The Concession stand at the Parade of Homes was a success. Many people traveled out to the Parade of Homes and were made aware of our School and literature was provided. There will be a Teacher's Convention on 14 and 15 October.

9. **Floor Items**

- John Lee- The date of the October meeting will be changed to 11 October 2010.

Respectfully submitted...Christine Apple