

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

Meeting Date: 3 January 2011

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

Excused: Fr. Pat, J. Heiges

Guests: T. Mackey; C. Adams

1. Opening Prayer/Question of the Week.

Old Business

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

New Business

4. **Home and School- Teri** Karpinski resigned as the Home and School President. T. Mackey has taken her place for the remainder of the school year and is a guest at the Board of Education today.
5. **Catholic Schools Week/Marketing** - Catholic Schools Week begins with Mass on Sunday and there are planned school events Monday through Friday. Some of the planning regarding the events includes a dress as your buddy day which will be an out of uniform day, buddy bingo, a field trip to the Parkway Apostolic Gym, and a slideshow on Friday. Other events may include a living Rosary and a faculty versus 8th grade volleyball game. There is still a 500 dollar credit through the Archdiocese for marketing. The current plan is to send postcards to pre-schoolers in the Parish. Other ideas is to have a Bulletin stuffer advertising St. Matt's advertising our faith formation, middle school retreats, standardized testing scores, staff recognition, and volunteer support. The Refer a Family program will be advertised in the St. Matt's Matters. Ms. Barber will purchase a block advertisement in the Catholic Herald Citizen. The outside message board will advertise Open House and Catholic Schools Week. Board Members are needed on January 30th after 9:30 am mass to give tours. A prepared script for tour guides will be given.

6. **BOE Constitution/By-Laws**– BOE members reviewed the by-laws and there are no changes except to change the name from Board of Education to School Advisory Committee.

7. **Principal Updates** – The Level Readers arrived at school as did the Grade 4 Wisconsin Books. Graduation robes were purchased at the cost of 18 dollars each. They needed to be purchased early to get the order in on time. Three teachers have been trained on Smart Boards. Three Smart Boards will be ordered. Four 8th graders received scholarships to St. Thomas Moore. Mrs. Reimer will have a Reception on Sunday after 9:30 Mass

8. **Floor Items**
 - C. Apple- Appreciation for having a Night Christmas Concert in addition to the day concert. Was well attended and well-received by all parents.
 - S. Margraff-several St. Matthew's children are participating in the Scholastic Challenge.
 - M. Knorr-would like to have some extra post-cards when they come out to give to potential 4K children.

Respectfully submitted...Christine Apple