

**Report to Council
St. Matthew Parish
Submitted to the Vice Chairperson
Committee: Board of Education
Person Submitting: Kevin R. Martin, Chairperson**

Meeting Date: June 7, 2011

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

Excused: Fr. Pat, K. Dolan

1. Opening Prayer/Question of the Week.

Old Business

2. Review, edit, and approve minutes from May 2, 2011 meeting

New Business

3. **Board Marketing Survey** – Mr. Martin completed the initial data compilation of the Board Marketing Survey and the Board briefly discussed the data; this matter will be further discussed during the August 29, 2011 meeting as part of the overall review / revision of the School's marketing.
4. **Auction Funds** – The Board reviewed the accounting report of the auction funds received, approximately \$37,000, the funds to be received, approximately \$5,000.00, the itemization of amount spent, approximately \$27,000.00, and the balance, approximately \$12,000. Please see the written accounting for the actual figures. With regard to the balance, the Board unanimously approved allocating those monies for playground equipment and installation. Mrs. Mackey advised the Board that Home and School will be contributing an additional \$5,000.00 to the playground equipment and installation.
5. **Smart Boards** – The Board discussed that Smart Boards have been ordered or will be ordered in the near future for Grades 1 & 5. This leaves Grades K4, 4 & 8 as the only Grades without Smart Boards.
6. **Designated Fund for Textbooks** – The Board discussed whether to have a designated fund established by the Board, a designated fund established by Home & School, a separate fee to parents, or combination thereof, in order to update textbooks. This item remains open for discussion.
7. **Board 2011-2012: Membership** – Kevin Martin will be taking over as Chairperson of the Board. Two current Board members will be resigning their positions and the

Board will seek volunteers to fill those positions. The Board will also be seeking volunteers to fill the Secretary position and to fill the Auction Chairperson position. This item remains open.

8. Board 2011-2012: Meetings – Board meetings for the 2011 – 2012 school year will be at 6:30pm on the following dates:

- 8/29/11
- 10/3/11
- 11/7/11
- 12/5/11
- 1/9/12
- 2/6/12
- 3/5/12
- 3/26/12
- 5/7/12
- 6/4/12

9. Board 2011 – 2012: Agenda – The agenda for each meeting will be submitted by the Chairperson to the Members prior to each meeting. The agenda at the beginning of the school year will involve review of the marketing survey and review / revision of the School's marketing program. The agenda will also include routine matters that are managed by the Board on an annual basis. This item remains open for discussion.

10. Principal Updates –

- A new computer teacher was hired for the 2011 – 2012 school year on a time-share basis with two other schools; the School will no longer be using Technology Solutions because of their high turnover rate; the new computer teacher will be an employee of the School, not a subcontractor.
- The School's current gym teacher is moving; the current option being explored for filling this position is hiring a teacher on a time-share basis with other school(s).
- The outgoing gym teacher was contracted through Shaper, who failed to pay him for the last 6+ pay periods; Mr. Martin will review the contract with Shaper and advise as to whether the school has any legal recourse.
- The second interview to fill the 4th Grade teacher position has been scheduled.
- There are currently 194 students enrolled for the 2011-2012 school year with 6 additional potential enrollments and additional enrollments expected over the summer.

11. Floor Items –

- Home & School
 - i. SMPAA is seeking to split funds received from the golf outing between H&S and SMPAA; historically all funds went to H&S; the total funds are generally between \$5,000.00 – 7,000.00; SMPAA makes this request to use the funds to offset gym costs; the decision of the Board is to table this matter until the August 29, 2011 Board meeting so further input from SMPAA and H&S can be obtained.
 - ii. The issue of replacing the ovens has not been resolved; the Board will address this issue during the August 29, 2011 meeting; the first step will be to obtain replacement costs and then determine fundraising for said costs.
- 4th of July Parade
 - i. Traditionally, the School has sponsored a float for Oak Creek's 4th of July Parade; this is unlikely to happen this year; the Board will discuss during the 2011-2012 school year community events to participate in as part of the School's marketing review / revision.