

St. Matthew School  
Education Commission Minutes  
August 26, 2009  
Minutes

1. Opening Prayer was given by Msgr Merdian at 7:04 pm.
2. Keith Freuling was absent representing the Athletic Committee
3. Minutes were approved as written, first by Amy Blomberg and seconded by Manoj Shanoy. All were in favor.
4. Religious Education: Mary Hazen was present for Education Commission and gave her written report to all present. She asked if there were any questions and no one responded.
5. School Finance: Kelly Kaefring gave the school finance report. Kelly reported that end of the year budget came in under budget and in good shape. Expenses were well controlled. There were some maintenance costs and roofing costs associated, but the budget was where it should have been. Msgr Merdian commended Kathy Scherer on keeping the school budget in line and under budget. He commented that the roofs after being walked were not in as serious condition to warrant full replacement, although the budget amount for roofing will be kept in the budget for the future. Msgr Merdian also wanted to make the Education Commission aware of the amount of tuition defaults. At current we were \$33,000.00 in arrears and hope to recover maybe another \$3000.00. Kelly K stated that this was the lowest amount of arrears we have had in years, due to Joanna Tiarks, our business manager's efforts. Msgr Merdian also wanted to make the Ed Comm aware that we granted \$66,500.00 in tuition assistance to our St. Matthew families in need. Also, with tuition defaults that amounts to a total of almost \$100,000.00. Also the parish subsidized the school in 2008-2009 \$469,000. This was just to get the information out in the public, how much our parish is support the school and fully believes in it.
6. Parents Club- fee day was successful and seemed to go very well.
  - a. Family enrichment nights are being planned. Wanting to work with parishioners whose skills might be utilized for the betterment and richness of our students. There are plans for a chess club for 4-6 grades, and drama and art club for 7-8 grades. This was a recommendation from the SLRP document.
  - b. They are also supporting Peaceable Schools which is costing a bit of money. They are hoping that parents will also continue to support this important initiative. They are thinking of awarding a student a Peaceable Award.
  - c. They are also hoping to provide in the near future more opportunities for families to volunteer, both in the parish and in the community.
  - d. Also they are undertaking an Adoration Hour of Perpetual Eucharistic Adoration for Parents Club in the Adoration Chapel that they are hoping parents will respond to.
7. Athletic Commission- Mrs. Scherer reported that the fall sports are in full swing. Softball is young but going well. Baseball is having a good season. Cross Country is up and running too.
8. Committee Reports : None
9. Unfinished Business
  - a. SLRP
    - i. John Schmitt presented a handout of the goals and a progress report on the goals. See handout. We are at about 2/3 of our progress of our goals.
      1. Item 42 – the school day has been reorganized according to the report and the lengthening of the school day proposal has a subcommittee dealing with the topic.

2. Item 11 Energy audit was proposed but public funding for St. Matthew School is not available. Other options are being pursued.
3. Item 43 Discipline Policy was reviewed by the principal. It is the hope of SLRP that a subcommittee from the Education Commission will help review this again in January.
4. Safety Committee – We already have one and police do a review at the beginning of the year, so may not be a need for another one.
5. Logo – A new logo with scripture quote has been implemented for the parish and the school. The scripture quote comes from Acts 4:32 “the community of believers were of one mind and one heart.” This seems to be the idea, but John S. will check with committee chair on this.
  - ii. Mark Pollard responded positively to this information as did many others. Mark asked if there was a plan to share this information with the general public and John said there was, at the parent’s night.
  - iii. There were 60 items total that were accepted as part of the plan.
  - iv. Many people congratulated and thanked John S for all his diligence and hard work with the SLRP. They realized the daunting task he had with his committee. He did a good job of synthesizing the information and presenting it.

#### 10. New Business

- a. Elections- Elections were begun by current chair, Mike Gillette. Mike asked for nominations for president. Amy B nominated John Schmitt and Mark Pollard seconded, all were in favor. There were no other nominations and Mark Pollard moved to close nominations and they were closed. All voted in favor of John Schmitt as the new Education Commission chairman.  
 John Schmitt then called for nominations for Vice President. John nominated Mark Pollard and it was seconded by Mary Horn. Other nominations were asked for and there were none. Mary H motioned to close nominations it was seconded by Manoj Shanoy. All voted in favor of Mark Pollard as Vice President.  
 John asked for nominations for Secretary. Amy nominated Angie Washburn. Mary Horn seconded. There were no other nominations. Mary Horn motioned to close nominations and they were. All voted unanimously in favor of Angie Washburn as secretary.
- b. Budget – The budget has been recommended and approved by the Finance Committee (fiscal year July 1 – June 30).
- c. Enrollment – Enrollment, as of meeting date, was 449 students (we were at 453 at the end of last school year, and have budgeted for 460 students). We have had 28 families leave St. Matts – most families left Champaign, a few left due to financial problems, and a few due to difficulties experienced in the school (particularly with other students). Exit interviews have been attempted with those leaving St. Matthews. It was noted that all non-public schools have lost students. There are 56 K, 50 1<sup>st</sup>, 50 2<sup>nd</sup>, 55 3<sup>rd</sup>, 49 4<sup>th</sup>, 42 5<sup>th</sup>, 53 6<sup>th</sup>, 51 7<sup>th</sup>, and 43 8<sup>th</sup> graders. All but 4-5 students are Catholic.
- d. Schedule – The schedule was rearranged a bit over the summer thanks to a special committee of teachers and parents. The change is in an effort to provide more enrichment opportunities to our students. Some changes include adding a unified art strand, offering band 4 days a week, offering Spanish 3 days a week to the 7<sup>th</sup> and 8<sup>th</sup> graders, forming an art club that meets twice a week and switching the first and third lunch hours (oldest students eat first, youngest students eat last). The change in lunch

schedule provides a good, longer uninterrupted time for the younger students as well as a common planning time for the teachers – goals of the SLRP.

- e. Government Funding – Mrs. Scherer reported that we will receive minimal government funding this year, and it will be non-existent next year. There will be no text book fund – roughly \$10-12,000 for us. We will hold off a year and see what happens with the money on which we normally rely. Safety grant money was cut back so we won't be able to do things we had planned on.
- f. H1N1 Flu Virus – The question was posed of if we have a closing/continuity policy in place in case a large amount of students and staff become sick with the H1N1 virus that has been forecast. It was decided that we need a plan, and a committee to study the situation was recommended and will be headed up by Maroj Shenoy and Craig Jackson. Teachers and staff are trying to promote prevention with hand washing and more frequent desk, etc. washing. Recommendations from Public Health would be taken into advisement as well.
- g. Meeting dates – It was decided that we will have 7 Education Committee meetings for the 2009-2010, and more if we see the need. The dates of future meetings are on the 4<sup>th</sup> Wednesday of the month (with the exception of May): September 23, October 28, January 27, February 24, April 28, and May – TBD.

11. Pastor's Comments –

- a. This is the Year for Priests and the Year of the Rosary.
- b. From September 7-17 Monsignor Merdian is taking 23 parishioners to Ireland.
- c. St. Matthew has been fortunate to welcome Sister Mary George to the parish and school, as well as Novice Sister Mary Benedict.
- d. Monsignor Merdian has long wanted to host a Men's Night for the gentlemen of our parish, and is happy to announce a date has been set for the first one – October 17. The event will include a cookout and Tim Johnson from FCA will speak.
- e. Oktoberfest is September 26 behind the school.
- f. The parish spent \$66,000 on tuition assistance and there is \$33,000 in uncollected tuition.

12. Executive Session – none was taken

13. Next Meeting Date and Time – Wednesday, September 23, 7:00 pm

14. Closing Prayer and Adjournment – Father Miller led us in closing prayer.