

**St. Matthew Parents' Club**  
**January 12, 2011 7:00 p.m.**  
**St. Mark Room**  
**Meeting Minutes**

- I. Call to Order and Opening Prayer – The meeting was called to order by Karen Pollard.
- II. Roll Call–Karen Barnes, Cindy Brya, Lisa Crawford, Cindy Feeney, Julie Hansen, Christine Johnston, Blanche Jones, Dana Kennedy, Bobbie Jo Kirby, Petrece Klein, Karen Pollard, Suzanne Rodawig, and Monica Wetzel.
- III. Pastor's Report – No report.
- IV. Principal's Report – Principal Klein
  - A. Catholic Schools Week - Catholic Schools Week will be January 30, 2011-February 5, 2011. Principal Klein passed out an agenda outlining the week (attached). Proofs have been received for the Saint Family banners. The banners should be up in place for Catholic Schools Week.

Principal Klein shared an estimate for five Promethean SmartBoards. The total cost is \$21,700, which includes installation and orientation. Of that, \$2,000 is for slates that might not be purchased. The costs have increased significantly, even with a \$600 discount. The school does not have responders for the current SmartBoards.

- V. President's Report – Karen Pollard
  - A. Parents' Club Bylaws review– Karen passed out the current copy of the bylaws, last updated in 2004. Karen recommended changing the approval date for the budget from the May meeting to the summer meeting (Article IV, Officers, Section D., 4). For the last two years, the budget has been presented at the May meeting, but voted upon at the summer meeting. Karen also recommended changing the timing of the designation of a chairperson for each Standing Committee (Article VI, Executive Committee).

Julie Hansen recommended clarification of the voting procedures (Article VIII, Section B).

Karen Pollard will post the current bylaws to the website. She will draft new wording for the above mentioned bylaw changes.

- B. Other PC activities – Karen shared that all who participated the Salvation Army bell ringing enjoyed it and she hoped that Parent Club would again support the service.

Thank-you cards from support staff, St. Vincent DePaul and Sister Mary George were passed around. Melissa Donahoe purchases gifts for the support staff with the money collected at Fee Day. St. Vincent DePaul thanked Parent Club for the money raised at Trunk or Treat.

VI. Treasurer's Report – Karen Barnes

Merchandise income is down. Suggestions were made to have apparel sales at Winter Carnival, the Open House during Catholic Schools Week and online in a manner similar to Scrip. Inventory has not been updated.

There is a Scrip deficit because Parent Club has not received the rebate checks yet. Those typically arrive in March or April.

Dana Kennedy asked if more information could be communicated about Box Tops.

VII. Committee Reports

i. Winter Carnival – Monica Wetzel

Letters to families will be going out with their assigned volunteer time. Donations are still coming in. There are no volunteers for the middle school parties. Cindy Brya suggested that large auction items be advertised. She also suggested soliciting families for auction donations and to be sure to publicly thank those families and businesses who donate. Monica will send a write up to Karen Pollard to be sent via the list serv email. They have received several Happy Meal type toys. Cindy Brya recommended that a request be sent out again asking for toy donations.

Dana Kennedy asked if there is any communication to new families about the Winter Carnival. Cindy Brya will ask New Families Committee chair Carolyn Petersen to send an email to new families with more information.

ii. Enrichment – Cindy Brya

Career Night will be held Thursday, February 17 from 6:30 p.m.-8:30 p.m. in Feeney Hall. Cindy will be looking for parishioners to share their career. A religious vocation table will be included. Children, along with their parents, will be able to visit the various career booths.

There will be a Science Night in March.

iii. Sister's Pantry – Blanche Jones

The pantry collection was \$2,370.

VIII. Education Committee – No report.

IX. Unfinished Business - None.

X. New Business

i. Update from Peaceable Schools – Cindy Feeney

Cindy Feeney reported that Peaceable Schools is in its third and final year of the original pilot. She reviewed the highlights and accomplishments of the program so far. Additionally, she then discussed the committee’s future initiatives. The Committee is excited about the future of the program and wants to continue. They are asking for Parent Club’s support as well as to be added as a committee within Parent Club.

Cindy Brya said that the initial \$15,000 Parent Club payment was to get the program up and running, and that if the teachers and Mrs. Klein feel the program has been successful and has contributed to a reduction in discipline problems at the school, it should be continued. She said funding is a concern though, and with less revenues coming in from fundraising activities, the Peaceable Schools program must keep this in mind when coming up with a budget.

Principal Klein added that the awareness is important. Peaceable Schools has given teachers and students the language and tools to handle and resolve conflict.

Dana Kennedy asked how Parent Club adds a committee. Julie Hansen recommended that a written proposal be presented and then a vote taken. Karen Pollard also recommended including a budget with a break-down of expenses in the proposal.

XI. Adjournment – Meeting adjourned at 8:07 p.m.