

Saint Matthew Parents' Club
October 8, 2008 7:00 pm
Multi-Purpose Room
Meeting Minutes

- I. Call to Order – Opening Prayer – Fr. Mark – not present
- II. Roll Call – Amy Armstrong, Kati Dee, Teresa Majers, Karen Clifton, Karen Pollard, Tece Hendrickson, Chris Washo, Kathy Scherer, Jerry Payonk, John Hansen, Cindy Byra, Lisa Crane, Katy Henkel, Amy Hubbard, Jennifer Quinn, Gabrielle Schmitt, Stacey DeLorenzo
- III. Approval of minutes – May minutes were not available for approval.
- IV. Principal's Report – Mrs. Scherer
 - A. North Central Accreditation (NCA): Next week 6 people from NCA will be on-site to work on school accreditation. They will be reviewing school documents, including student test results, as well as meeting with and observing teachers and students. They will also be meeting with a group of stakeholders. On 10/15 they will make a presentation to the stakeholders group from 3:20-3:45pm.
The accreditation process is a 5 year process of continuous improvement that was started last year. This will replace ISBE (Illinois State Board of Education). The Diocese wants all schools to be accredited by NCA.
- V. Pastor's Report – Fr. Mark – no report
- VI. President's Report – Jerry Payonk
 - A. SLRP. The Strategic Long Rang Plan will be presented at the next Parents' Club meeting on 11/12 in the Great Hall. All parents are invited to attend. The school website contains a copy of the SLRP under School Initiatives.
 - B. Peaceable Schools. The first meeting for parents was two weeks ago with the next meeting being held on 11/13. The next meeting will be a different presentation. A suggestion was made to have room parents email reminders the day before the next meeting. Last week there was a Peaceable Schools assembly at school for the students, presented by Topper Steinman. The impression was that the kids got a lot out of it.

VII. Treasurer's Report – John Hansen

- A. The 2008-2009 Budget was presented. The motion to approve the 2008-2009 Budget was made by Tece Hendrickson and seconded by Gabrielle Schmitt.

John mentioned items that came out of last year's budget including money for the asphalt in the playground area, science tables for 7th grade and buzzers for Scholastic Bowl. There is currently no money assigned to any wants or needs for this year.

VII. Committee Reports

- A. Box Tops – Due by 10/15 to count toward room parties.
- B. Trunk or Treat – 10/24 from 5:30-9:30pm. Will be cancelled in the event of rain.
- C. Hospitality – The next event for Hospitality is Confirmation on 11/1.
- D. School Kits – This is Sheila Gillette's last year as Committee Chair. She is looking for a replacement. February/March is the timeframe for the start of school kit orders. Contact Sheila or someone from the Executive Committee if interested.

VIII. Unfinished Business

- A. Blacktop in back of school. There are some slight drainage issues still being worked on by the contactors.

IX. New Business

- A. Some questions were brought up about Mr. Crain. He took a principle position in Alabama close to the Gulf. Mrs. Scherer will put an update on him in the November newsletter. Mr. Crain will not be replaced. This is a Parish level decision and not a school level decision. A card will be available for parents to sign, to wish him well, at the next Parents' Club meeting.

- B. Kitchen Trays. Amy Armstrong brought up concerns regarding the trays. Although they are cleaned after hot lunch days with Clorox wipes they are used in between without cleaning. Amy is going to have them washed with soap and water and move them to the Parents' Club closet so they will not be dirtied between hot lunch days.
- C. Hot Lunches. Teachers and staff are provided with free hot lunches. If there are any additions (student teachers) let Amy know so lunches can be provided to them as well. A question was brought up whether we should be providing no charge hot lunches to students on scholarship. Jerry will talk to Father Meridian about this.
- D. Plastic Lunch Spoons. Mrs. Scherer does not think there is a need for plastic spoons to be stocked for student lunches once the current supply runs out.
- E. Milk Tickets. It has been observed that students (especially in older grades) are not bringing in milk tickets on hot lunch days. In the future a list will be provided for students to sign when they don't have a milk ticket and take milk. It is hoped this will discourage them from taking milk without a ticket.
- F. Safe Environment Program. Student training will be in October. The training discusses good/bad touching with the children. The same program has been used the last couple of years. The curriculum is available in the school office. A letter about the training will be sent home with a letter providing the parents the option to opt out of the training.
- G. Stewardship Commitment Weekend. Info booths will be set up around the Great Hall for the Parish. Parents' Club will be participating to provide information about Parents' Club (committees, fund raising, etc.) and the school. The tables need to be manned from 8:30-1pm. Volunteers are needed for about an hour or so. Let Jerry know if you can help.
- H. Purchase of Lunch Tables. Rick mentioned we are in need of a spare lunch table – a couple tables are in bad shape and the tables take several weeks to get in (if one breaks). Jerry will talk to Rick.

