

St. Monica School Commission Minutes  
November 21, 2011  
7:00 pm  
St. Augustine Hall

Attendees: Anne Shea, Julie Koegel, Michelle Boyd, Marc Guess, Tom Eifert, Brenda Kowinski, Amy Baker, John Wieland, Eric Schommer

Guests: None

Excused: Carlos Alexander

Not Present: Dee Dee Alexander, Renee Cook, Melanie Kuester, Marco Vargas and Carolyn Mosby-Williams

- I. **Call to Order** – Brenda Kowinski called the meeting to order at 6:01 pm.
  - A. Opening prayer to be led by Brenda Kowinski
  - B. Roll Call (sheet distributed by Secretary)
  - C. Approval of minutes from October 17, 2011 meeting was not done. Changes were made and motion presented by Julie and seconded by Amy. All approved.
  
- II. **Old Business**
  - A. Balanced Calendar -- No West Deanery school is going to a balanced calendar. St. Monica will continue a traditional calendar next year. This topic will be tabled until a directive comes from the Archdiocese. Motion was presented by Julie and seconded by Anne, all approved.
  - B. Calendar 2012-2013 – tentative schedule was presented by Michelle Boyd. Michelle proposed our calendar to be based on Cardinal Ritter’s calendar. Discussion was had regarding the last day of school for 2013. Michelle will look into when Cardinal Ritter’s sports camps will start in the summer of 2013 to make sure that we don’t interfere with them.
  
- III. **Information and Reports**
  - A. President’s Remarks – thanks for attending meeting early due to the prayer service. Brenda encouraged attendance at the prayer service.
  - B. Principal’s Reports
    - a. Financial reports were reviewed and discussed.
    - b. Coffee and conversation had 9 parents present. Discussion was good and mostly about science curriculum. Science curriculum was changed to make sure it was content rich for students. Some changes have been made to keep parents more up to date.
    - c. Parent teacher conferences – a computer survey was set up for 5-8<sup>th</sup> grade parents. There was a question entitled “My child is placed in classrooms where they feel challenged” 60 respondents and 97% agreed.

- d. Crane House – variance was approved by the BZA. We have formulated a safety and security committee. Archdiocese is doing a security assessment. Tony Jarana, school parent who owns a security business, is doing safety assessment along with the archdiocese. Both have submitted their questionnaires to be sent out to parents and students. Four school moms will serve as liaisons with the Crane House and met with them yesterday. They are projected to be open June 12, 2012. Eric Schommer presented some of the safety and security items that the school is doing. There have been bright yellow chains installed leading to the playground from the school. Also pricing gates to be installed in both North lot entries. Also working on staff parking. There needs to be one single entry and exit point during the school day including the church entrances. License plate cameras will be installed and aimed at Fox Hill and Michigan Road exits. Eric is putting together a safety and security team that includes parish members, staff and parents of kids who are not enrolled yet.

#### **IV. Committee Reports**

- A. Finance – no report
- B. Monitoring – schedule is being revised – Julie K
- C. Marketing & Communication – no report. Julie Koegel would like to chair the Open House for January
- D. Membership – no report

#### **V. New Business**

- A. Mel Ullrich, Father Todd and Executive committee proposed LRAP school committee to disband and will roll into School Commission. Need a volunteer to attend the Core Team meeting to report at the quarterly meetings. Michelle will distribute the plan prior to the next school commission and will discuss at the next meeting
- B. School start times – will be tabled until December meeting.

#### **VI. Staff Recognition**

- A. Laura Blackburn for spearheading the St. Vincent de Paul food drive for student council
- B. Mr. & Mrs. Hyvonen for doing a great job
- C. Second grade teachers for reconciliation service
- D. All staff that organized the Cerebral Olympics
- E. Michelle & Eric for the safety and security committee when it was needed

#### **VII. Closing Announcements**

- A. Future potential topics – make sure Open House is organized and on track

B. Next Commission Meeting is December 19th @ 7:00 pm St Augustine Hall

**VIII. Meeting Adjournment**

A. Closing prayer was led by Brenda Kowinski

B. The meeting was adjourned at 7:00 pm