

SMOTH School Commission

2/1/11

5:02- PM

Parish Hall

Attendees: Rhee Fincher (chair), Steve Hagler, Joe McBride, Lisa Murray, Fr. Jerry Ragan, Catherine Tribby, Ruth Ann Vericella, Carol Fuller, Charles Whatley, Mary Davis

Absent: Tony Ramage, Lisa Murray

The meeting opened with prayer, led by Ruth Ann Vericella, at 5:02 PM. The minutes of the 11/2/10 meeting were approved.

Principal's Update

- Catholic Schools week: Joe reported on the daily activities at SMS to recognize Catholic Schools Week
- Stewardship/Finance Committee met and discussed stewardship education and the school – Tommy Rose shared information from Diocese of Wichita system which Joe is reviewing and on which he will report
- SACS visit – 12/7/2011; preliminary report went well on 12/9/2011 – working on Quality Assurance Review Team; final presentation to SACS end of February
 - Diocesan technology plan is being develop that will include all schools; the plan will keep technology up to date and enhance communication among all schools in the diocese
 - Survey will help with understanding how parents feel about Catholic education in diocese
 - Florida Catholic Conference (FCC) revitalization plan in progress
- Assistant principal recruitment process has been reviewed with Sr. Rose Mary Collins
 - Joe will develop job description for review

Committee reports

Stewardship/Finance (Met 1/19/11) – Catherine Tribby

- Present: Joe McBride, Steve Hagler, Steve Givens, Charles Whatley, Tommy Rose, Catherine Tribby, Lisa Murray
Absent: Dori Thorstad, Mary Davis
- Pledge update prepared by Dori/Mary and presented by Lisa Murray
 - 18 families still have not turned in pledge cards and have not responded to a letter asking them to do so; they will be notified that tuition will be required.
 - Overall school family pledges increased by an average of \$300.00/family since last year
- Tax code discussion to be led by Dori/Mary was tabled
- PTO contributions – Charles Whatley reported
 - Funding acquired through one fund raiser, the carnival, which has been very successful in the past 2 years (raises \$25-35K/year)
 - Currently saving to renovate school bathroom
 - Planned uses of funding
 - PTO saving money each year to invest in a large project to be identified

- Ongoing formation discussion included considering a survey to identify school parents' current understanding of the stewardship concept, and ongoing education regarding school finance occurred.
- Recommendations
 - Send a letter inviting families to attend at least one of the Lenten retreat nights
 - Education regarding the stewardship policies and the need for communication if one can't make their pledge
 - A letter outlining the stewardship policies with a request for signatures from parents and school children to be returned to the school
 - Tommy Rose will develop a rough draft of a questionnaire regarding the stake holders (school parents) understanding of stewardship
 - Send email updates to school families regarding the budget
 - Have the school children send thank you notes to all the stewardship households (doable)

Facilities and Infrastructure – Charles Whatley

- All members have agreed to serve
- Timmy Pittman will lead a walk through school with committee members

Academic Excellence/Educational Technology – Ruth Ann Vericella

- Following have agreed to serve: Ellen Hoffman (grade 2 teacher), Donna Skidmore (math teacher, grades 7 & 8), Kelly Culver (Aquinas High School teacher)
- Expect to meet in late Feb.
- Topics to be addressed: Share SACS report; discuss technology needs

Booster Club meeting: Discussed football issue

- Estimated start-up cost = \$7500; about \$4500 has been committed so far; Aquinas will provide the field for games and space for practice
- Question of athletic fees instituted by public schools; some recommend athletic fees for children who want to play (no one would be turned away); football gate collections expected to cover costs
- Insurance: Sports events covered by school insurance; small rider (about \$150 total to cover football insurance)
- Recommendations
 - School have no responsibility for finances
 - Must be self-supporting
 - Be cognizant of perception of parish about finances
 - Be sure recommendations are approved by Joe and Fr. Jerry

Meeting adjourned at 6:25 PM.

Respectfully submitted,

Rhee Fincher