

St. Thomas School
Education Commission Minutes
August 5, 2009 (August Meeting)

A. Call to Order

1. Opening prayer was led by Principal Gwenn Roche
2. Check in question, "What are you most looking forward to this year?" - Some answers were: New Principal, trivia night, 5k run, updated computer lab, sports (track/cross country).

B. Routine Matters

1. Roll Call: Present were Tom Kelley, Wendy Carmien, Patty Tierney, Susan Cler, Janet Decker, Kathy Thorson, Dana Scaff, Nate Baxley, Starr Wilhelm, Laney Hewing and Principal Roche. Msgr. Ramer and Patty Tierney were not in attendance.
2. The motion to approve the minutes was made by Susan Cler and seconded by Laney Hewing. Motion passed.

C. Administrative Reports

1. Pastor: No report due to Monsignor Ramer being on vacation.
2. Principal:
 - a. Principal Roche reported the preschool open house went good with many families in attendance. She has been working with the marketing committee and Kathy Warnes. On August 6, 2009, an informational post-card will be mailed by a zip code bulk mailing (three thousand cards will be mailed, black & white very low cost of \$170.00). She reported that registration went well with all families in attendance, but four. Enrollment currently stands at 84/85 students, 11 are enrolled in kindergarten, 23 are enrolled in preschool. Four packets have been mailed out to prospective new students. There is going to be a buddy system put into place for preschool families and school families. If the preschool needs an extra room, a sink will have to be put in (for right now one room will work). Rosetta Stone is in place for grades 6th, 7th and 8th. Spanish will be on Monday's all year around. No grades will be given, it be a pass/fail system as students will work at their own pace.

D. Old Business

1. Parade: - Kathy Warnes organized and the Boyd's helped. They had a float and banner. The parade was during the Tolono Fun Days. Flyers were handed out along the parade

route, the kids enjoyed this activity and it got the name of the preschool and school out to the Tolono area.

2. Preschool: see above (Principal Report)

E. New Business

1. Technology update: - Nate Baxley reported the new server and substations are up and running. The new system will be 70 percent more energy efficient. The server's operating system will run with XP. We might need to upgrade the operating system in about two years and then we will perhaps jump to Windows 7. It was decided we are not going to go with the thumb drive bracelets this year.
2. VBS: This year's VBS was very successful we had 70 to 75 students each day. Every student was sent home with a CD of music from the program.

F. Subcommittee Reports:

Subcommittee reports

- a. Curriculum Committee: New Social Studies books were purchased for the fourth grade for half price. Every grade level will have computer lab time this year. Bridget Bollman will work with the students in the computer lab with keyboarding skills and word processing skills. The teachers will be able to return to their classrooms for their planning time, etc. In the past students were giving computer lab time, if the day allowed for time. This year there will be computer lab time once a week.
2. Wendy Carmien will be EdCom's PTO liaison.
3. Marketing Committee: Janet Decker will be EdComm's liaison. She reported the post cards were going to be developed, welcome packets for each new family, for Philo Phest the committee will hand out balloons with our school name on them, we are still going to develop and use our PowerPoint presentation, we might reach out to other Christian Churches, had dances with the CCD students, Doug Boyer is working on the downtown banners, our articles are still being ran in the County Star newspaper (sports, etc.), The next meeting is set for August 25, 2009 at 7:00 p.m.
4. Ed Comm member training: It was agreed in place of the October Meeting that all Ed Comm. members (wearing their St. Thomas green) will attend the training on October 6, 2009 at 6:30 p.m. (St. Matthews). After the training there will be a small meeting at Village Inn Pizza.
5. Fundraising Committee- Lainey Hewing reported she wanted to get in place the trivia night date. She suggested March 13th as a possible date. It was decided this March 13th and Lois Happ should be told the date so it would not conflict with the sport schedule. The Magazine Launch is set for September 8th. Susan Cler and Tom Kelley were going to work on getting a 5K run together with the Willow Run Subdivision. Willow Run has agreed to give the proceeds to St. Thomas, but they want the name to stay the same. The run is usually held on Thanksgiving morning.

6. Handbook changes: - There were some minor changes to pages 8, 15, 17 to the school handbook. A letter will be sent out to the parents pointing out these changes, also the changes will be posted on the school's website.
- G. Next month's meeting will be September 2, 2009 at 7:30 p.m.
- H. Review of action items:
1. A test email will be sent out in PDF form to Ed Comm members due to the problems with opening reports, etc. - TOM KELLEY
 2. 5K run follow-up - TOM KELLEY
 3. Letter to parents regarding handbook changes - PRINCIPAL ROCHE
- I. Closing:
- Susan Cler made the motion to adjourn the meeting and Laney Hewing seconded the motion. Motion passed. Meeting adjourned.