

Our Lady of the Greenwood

Queen of the Holy Rosary

School Commission Meeting

January 7, 2015

Present: Joanne Soller , Barry TenBarge, Msgr. Svarczkopf, Andy Fitzgerald, Brian Heichelbech, Tony Cooper, Father Francis, Kent Clady, Fran Reilly, Debbie Sissons, Ryan Benich, Jennifer Wheatley

Absent: PTO rep, Brandon Bowen

Guests: none

Recommendations: Minutes from November 2014 meeting were approved.

Administrative Reports:

A. Stewardship and development: Tony Cooper:

1. Text messaging alerts- worked well for our 2 hour delays this week. A few more people joined after the first one was sent.
2. Electronic sign- other companies will bid on our sign project. SignCraft has not been solution oriented in getting our project completed. Will meet in the next few weeks to see what options are available
3. Child Care Development Fund (CCDF)- exploring the possibility of becoming certified with the CCDF. CCDF provides money for low income families for child care and preschool costs. School is studying the eligibility guidelines to become a certified provider of services. There is no charge for us to get certified. There are certain requirements for us to be certified such as fire extinguishers in the room and caregivers to have TB shots. This can also cover the cost of extended care.

B. Principal report: Kent Clady:

1. Registration for new families- packets for new families currently be updated
2. Registration for current families- registration begins Jan 14
3. Open House- Jan 29 from 6:00-7:00 PM
4. Celebrations- 2<sup>nd</sup> graders received the Sacrament of Reconciliation on Nov 18. 5<sup>th</sup> graders go to BizTown Jan 23
5. Catholic Schools Week- Theme this year is Catholic Schools: Communities of Faith, Knowledge and Service. Activities will be:
  - Archbishop Tobin's Liturgy at the Cathedral Jan 27 at 10:00 AM
  - Open house Jan 29 at 6:00
  - School Liturgy Jan 30 at 8:30 AM
6. Shared information about non-public schools errors in overpayment- Many schools received over payment from the state. The schools have returned the money. Schools

miscalculated funds due to new laws being put in place each year and the complexity of the calculations.

7. OLG being audited by the state (this is different than the about mentioned overpayment error that occurred in the archdiocese)- This audit is almost done. Some forms we currently use are outdated and need to be updated
- C. Pastor : Msgr Svarczkopf:
1. Also discussed the non-public school overpayment issue
  2. Problem organizing servers, etc. Many other parishes have a Liturgy Coordinator. The church has hired someone part time and will pay him a stipend to organize servers and other aspects of each mass. He is a former seminarian. Debbie Sissons can work with him initially on scheduling servers as she had started doing some of that
  3. New high school study- nothing to report until after the committee talks to Archbishop Tobin. The first stage of the study is complete
- D. Parish council update: Joanne Soller attended the last meeting.
1. Life Teen was discussed and a high school representative was present
  2. St Nick will be at church after mass to greet the children in Madonna Hall
  3. Pastor's Gaudeamas was discussed
- E. Business Manager- Fran Reiley-
1. \$29,000 above budget
  2. "other" expenses are higher than in the past. We have a large expense due to credit card fees associated with families paying tuition with credit cards. May ask families to use EFT instead of credit cards to avoid fees.
1. Committee Report: PTO absent
- F. Old Business:
1. Electronic sign – See information stated previously in Tony Cooper's section

New Business:

1. Technology Update- \$50,000 bequest. Stewardship and Finance want the final say. The Electronic Sign could be part of this
2. Discussed new student computers- consider replacing computer lab computers with new computers and possibly have a mobile lab. The computer lab could then be used as a classroom (Algebra currently takes place in the teacher's lounge as we do not have enough classrooms). Mrs. Souder will use professional development days to visit 2 schools to see options of what will work well for us. Computers currently in the lab would go to the teachers so they can use software on those computers to run their "Smartboards"
3. Also discussed the library receiving part of that money. Can we purchase more e-books? Mrs. Howard currently uses her own money to purchase some e-books.

Next meeting - Feb 4 (Joanne Soller prayer)

Minutes taken by Joanne Soller, secretary

