

**St. Thomas More Catholic School Commission
June 2018 General Meeting Minutes**

Date, Time, and Location: Thursday, June 7, 2018, at 7:00 P.M. in the teachers' lounge

Meeting called to order by President Bob Brown at 7:05 P.M.

Attendance: President Bob Brown, Vice-President Kevin Foley, Secretary Pam Michel, Mary Aydt, Michael Mesina, Leni Pedres, Humberto Perez, Principal Sonja Keane, and Father Richard Rosinski.

Absent: Frank Celarek

There were 9 members in attendance; a quorum was reached. No guests in attendance.

Prayer: Prepared by Leni Pedres - Commission recited together.

Welcome: President Bob Brown

Approval of Minutes: Mary Aydt motioned to approve and Michael Mesina seconded the motion to approve the May 10, 2018 School Commission Minutes.

Pastor's Report: Given by Father Richard Rosinski

- Graduations went very well. The 8th Gr. graduation was held on Fri., May 25, 2018. The Kindergarten graduation was held on the last school day on Wed., May 30, 2018. On the last day, there was also an honor roll award presentation.
- An update on the new school roof - The Diocese approved a line of credit for the new roof. The parish hired a construction firm who will get the bids and oversee the project. There was a preliminary look at 11 sections at the roof and some sections were worse than others. The roofs will be done in stages. The first and worst section of the roof to be done this summer is over the 1st gr. - 8th gr. classrooms.

Principal's Report: Given by Principal Sonja Keane

- Field Day, Mon., May 21, 2018, was held inside school because of the rain. Mrs. Rizzo, our P.E. teacher, did a wonderful job setting up Plan B for the day because of the weather. The students ate in Roberts Hall. Mrs. Keane had made arrangements to have a snow cone truck at school that day to surprise the students with a special treat.
- On the last day of school, Wed., May 30, 2018, the Student Council helped with having a movie, *The Good Dinosaur*, water, and popcorn available for the students to watch while sitting on beach towels.
- Mrs. Keane reported that St. Thomas More School has 13 children enrolled in the pre-school program, thus far, for the 2018-2019 school year. When school started in August, 2017, there were 178 students from preschool to 8th grade. The 2017-2018 school year ended with 181 students. At the present time, there are 174 students

registered for the 2018-2019 school year. Mrs. Keane said that, as far as she knows, everyone on the staff is returning next school year. Mrs. Keane mentioned that she is available to take calls and emails throughout the summer.

- Mrs. Keane told the School Commission that St. Thomas More School was walking in Elgin's 4th of July parade.
- Mrs. Keane spoke about the After Care payments would be on School Speak next year like the hot lunch already is.
- Mrs. Keane mentioned that Mrs. Denise Ostrem, our school librarian, is retiring after this 2017-2018 school year. Mrs. Ostrem has done many wonderful things for our library the past 21 years and we wish her well.
- Mrs. Keane told the School Commission that she was very grateful and happy to be the principal of St. Thomas More School this past 2017-2018 school year. She felt that she had made some improvements and looks forward to next school year with great anticipation. President Bob Brown, Mary Aydt, and Humberto Perez spoke that the school has been working like a well oiled machine and are appreciative of everything Mrs. Keane has done for the families and children of the school. They have heard from other parents that they are thrilled with Mrs. Keane's involvement with their children and her leadership, professionalism, and genuine care with the running of the school. Mrs. Keane makes decisions for what is best for the students and is very fair. There is a unique culture in the school and a feeling of being a part of a family. She instituted a buddy system whereby every student in every grade had a buddy. This instilled camaraderie among the student body.

Old Business:

- Vice-President Kevin Foley spoke about the mobile apps, that various members of the School Commission worked with, for the purpose of the School Commission to use for communication in the future. At the meeting, it was decided to use Team App. Vice-President Kevin Foley will be the administrator for this app and can train anyone on the Commission on how to use the app. Mr. Foley will load up everyone from the Commission onto the app. Each member will download the app and sign in to use the app. There will be automatic updates and members can RSVP for meetings and events.
- There has not been anything listed, as yet, for the public school education event partnership.
- Mrs. Keane reported that 100 yard signs have been ordered to advertise our school in Elgin and surrounding areas. She has emailed school families to go to Mass to pick up signs. The weekend of June 23/24 was chosen to hand out the new school signs and an informational sheet after all the Masses. Vice-President Kevin Foley will draft a paper to communicate to parishioners on the city's ordinance for placement of the signs, as well as storage, and when to put up the signs during the year. Each School Commission Member will email Mr. Foley on what Mass they will attend that weekend to pass out signs and information. Parishioners are displaying the signs in their yards for the purpose of encouraging more enrollment in our school.

- Mrs. Keane mentioned that the School Commission has a web page on the school's website. The web page includes the School Commission Members and their jobs, a picture of the Commission, its Constitution and Bylaws, and the approved minutes of their meetings. People can contact the School Commission: schoolcommission@stmcentral.org
- Mrs. Keane spoke about the upcoming Fee Day for St. Thomas More School. The Fee Day will be on Thurs., Aug. 9, 2018 in the Chelsea Room and the Gathering Space at St. Thomas More Church. The first session will be open from 10:00 A.M. until 2:00 P.M. The second session will be open from 4:00 P.M. until 7:00 P.M. There will be different stations for the parents to go to for signing paperwork and paying fees for the 2018-2019 school year. Each station will be numbered and labeled for the parents to follow. There will be some school teachers and staff, PTO members, the athletic director, and School Commission Members to help at each station during the two sessions.

New Business:

- The 7th Grade Science Fair was optional for the 7th gr. students this past school year. In the past, all students in 7th gr. were required to do a science fair project. This year, the 7th gr. teacher wanted the students to do the science work and the writing of their papers during the school day. The state science fair is usually held in late April or early May. This past school year, 3 out of 19 students entered their science projects into the regional fair which was held in February and 2 went to the state science fair. All seventh grade students did a science project and had them on display for the rest of the school to look at and ask questions in late May.
- Secretary Pam Michel did some research on where to find information about our preschool on the internet. She passed out a paper on various sites that she investigated. Our preschool is not mentioned very often and the School Commission had a discussion as to how we can get our preschool advertised in the community. Mrs. Keane mentioned that the sign out front of the school has brought a few parents inquiring about the preschool and enrolling their children. The preschool has been added to the front scroll bar on the school's website for better exposure.
- Secretary Pam Michel passed out a letter written by Ms. Rebecca Jurs, principal of Lily Lake Grade School, addressing school media safety for students and parents at Lily Lake School. In the letter, it mentions free online parent resources to navigate the many social media apps out there and to understand what is "safe" or "unsafe." Mrs. Michel will ask Ms. Jurs if she would be willing to talk to our School Commission and for any other help she can provide for our parents and students.
- In review of the 2017-2018 school year, Mrs. Keane wrote down some of the school accomplishments in her last school newsletter. It was heartwarming for her to reflect on all the events, achievements, and goals that were accomplished this past year.
- Mrs. Keane mentioned that parents can go to GreatSchools.org and rate our school. The more parents who rate our school will help promote our school. She also puts in her newsletters that the parents are the best people to market our school.

- For the 2018-2019 school year, the School Commission discussed and proposed a \$15.00 late fee per month for payments that are late for the After Care Program. For the 2018-2019 school year, the 5th - 8th grade students will have chrome books for their academics. The front entrance hallway to the school office will be painted and updated to enhance and welcome visitors, parents, students, and staff to our school.

Topics for Next Meeting:

- The start of the 2018-2019 school year.

Adjournment: With no further business to come before the School Commission, the meeting was adjourned at 9:10 P.M. A closing prayer was led by Father Rich.

The next meeting of the St. Thomas More Catholic School Commission will be held on Thursday, September 6, 2018 at 7:00 P.M. in the teachers' lounge.

Minutes prepared and respectfully submitted:

Pam Michel
St. Thomas More
School Commission Secretary

Vice-President Kevin Foley moved and Michael Mesina seconded the motion to approve the June 7, 2018 School Commission Minutes.