

**St. Thomas More Catholic School Commission
March 2019 General Meeting Minutes**

Date, Time, and Location: Thursday, March 7, 2019, at 7:00 P.M. in the teachers' lounge

Meeting called to order by President Bob Brown at 7:08 P.M.

Attendance: President Bob Brown, Vice-President Kevin Foley, Secretary Pam Michel, Treasurer Mary Aydt, Frank Celarek, Michael Mesina, Principal Sonja Keane, and Father Richard Rosinski

Absent: Leni Pedres and Humberto Perez

There were 8 members in attendance; a quorum was reached. No guests in attendance.

Prayer: Led by Father Richard Rosinski

Welcome: President Bob Brown

Approval of Minutes: Treasurer Mary Aydt motioned to approve and Vice-President Kevin Foley seconded the motion to approve the February 7, 2019 STM School Commission Minutes.

Pastor's Report: Given by Father Richard Rosinski

- Lent has begun and a confession time for St. Thomas More School students is being set up.
- Mrs. Sonja Keane has been retained as the principal for St. Thomas More School for the 2019-2020 school year. She has played a large role in setting the culture and climate of the school as a major support and encouragement for staff and students.

Principal's Report: Given by Principal Sonja Keane

- When STM School Commission Members spoke at the Masses on the weekend of Jan. 19 & 20, 2019, it was well received. After hearing one of the talks at Mass, a new family registered their child for next year's kindergarten.
- Valentine Grams, sold by the Student Council to raise funds, were very popular.
- A Teacher In-service was held on Fri., Feb. 15, at St. Joseph's with Deacon Art Miller as the main speaker. Mr. Miller is a dynamic speaker and the teachers enjoyed the afternoon.
- Mrs. Keane thanked those STM School Commission Members who judged the seventh and eighth grade History and Science Fair's projects on Fri., Feb. 15, 2019. The eighth grade history projects went to the Regional History Fair on Sat., Feb. 23, 2019 at Northern Illinois University. Seventeen of our eighth grade history projects are now going on to the IL State History Fair.

- The PTO Pancake Breakfast was held on Sun., Feb. 17, 2019, in the school gym. Seventh and eighth grade's History and Science Fair projects were on display for visitors to view during the pancake breakfast. PTO will be discussing how they may improve the pancake breakfast for the future.
- There was a good turnout for the McTeacher Night at the Larkin Ave. McDonald's on Thurs., Feb. 21, 2019. There were signs on the doors of the restaurant stating it was "McTeacher Night for St. Thomas More School." Teachers wore shirts given by McDonald's. There was a good community feeling throughout the evening.
- Our seventh and eighth grade students attended "Here I Am Lord" on Fri., Feb. 22, 2019, at St. Patrick's School in St. Charles, IL. In the future, this program will no longer be held.
- The Knights of Columbus sponsored the 21st Annual Chili for Charity Cook-Off event on Sat., Feb. 23, 2019 in our school gym. Many people attended. One of our students won 3rd place for decorations and one student won 2nd place for her chili.
- Student Council sponsored a Crazy Hair/Hat Day on Thurs., March 7, 2019. Each student and staff member, who wanted to wear crazy hair or a hat that day, paid \$1.00.
- The STM School Book Fair will be held from Tues., March 12 - Fri., March 15, 2019.
- The STM Daddy-Daughter Dance will be held on Sat., March 16.
- The Student Council is planning to hold a Talent Show. More information will follow.
- The Regional Science Fair will be held at Northern Illinois University on Sat., March 23, 2019. Mrs. Keane asked for 2 School Commission Members to volunteer to go to the Regional Science Fair to be judges. Our school will be sending 10 projects to this fair.
- There will be opportunities offered to order food at a few local restaurants with a percentage of proceeds coming back to our school. Panera will be on Tues., March 19, 2019 and Portillo's will be in April.
- Every Friday during Lent, the St. Thomas More students will be attending Stations of the Cross at church in the afternoon before dismissal of school.

Old Business:

- Vice-President Kevin Foley spoke to a Judson professor about a partnership with us, on a class project, to help increase enrollment for our school. The class is only offered in the spring and we hope to be on their list for next spring 2020. In August 2019, we would meet with a couple of the teachers of this spring class to discuss goals and structure of a project. The students in the class would have the option to sign up for this particular project. A discussion will be held on whether this project will be for marketing or promoting purposes. There will be further planning for this meeting.
- Mrs. Keane, Treasurer Mary Ayd, and Secretary Pam Michel attended the St. Thomas More Finance Council meeting on Thurs., Feb. 28, 2019 in the Chelsea Room. They presented the proposed 2019-2020 school budgets and the budgets were all approved. During this meeting, Secretary Pam Michel presented a long list of marketing strategies that the STM School Commission has been instituting this past year to increase

enrollment. She, also, spoke of possible strategies to use in the future. The strategies were well received by the Finance Council.

- Secretary Pam Michel passed out the list of Marketing Strategies to the School Commission that have been used this past year. There was some discussion among the School Commission Members on placing a timeline or schedule together when to use these various strategies throughout the year. There was, also, a list of Marketing Strategies to put into place in the future. The School Commission will be discussing more future ideas for marketing strategies.

New Business:

- A proposed policy on E-Learning Days was presented by Mrs. Keane to the School Commission. Mrs. Keane explained that the teachers tried E-Learning with their students during two of the school days that were closed because of inclement weather in January. There were good comments from parents and teachers on how well learning took place while students were home. The School Commission read and discussed the proposed policy. The School Commission unanimously approved the E-Learning Day Policy to be included in the school handbook and to be implemented starting with the 2019-2020 school year.
- Mrs. Keane had a survey prepared and sent out for school parents to fill out concerning a Before Care Program. From the survey, we would learn if enough school families would use such a program. So far, 45 families have answered the survey with 77.8% agreed with the program and 18 families, at this point, would use the program. 40% would use it 1 day/week, 25% for 2 days, 10% for 3 days, and 25% for all 5 days/week. Mrs. Pettenuzzo, school administrative assistant, called the 6 Catholic elementary schools in the area to see if they have a Before Care Program and what they charge if they do offer the program. The School Commission heard the research and discussed the structure of the program. The School Commission unanimously approved a Before Care Program to begin for the 2019-2020 school year. A letter will go out to the school families, from Mrs. Keane, explaining the program that will be offered from 6:30 A.M. - 7:30 A.M. every school day of the week at a cost of \$5.00/child. On Fee Day, there will be one form for a parent to fill out to sign up for Before Care and/or After Care for the 2019-2020 school year.
- Mrs. Keane proposed instituting a Guardian Angel Fund to the School Commission. Mrs. Keane had mentioned this Fund to the Finance Council, too. People or companies would donate to this fund for financial assistance to cover tuition for school families who have hardships and cannot pay the full tuition. This fund would be run by the STM School Commission. The School Commission will be writing up some guidelines for this fund.

Topics for Next Meeting:

- Work on guidelines for the proposed Guardian Angel Fund
- Finish working on the School Emergency and Crisis Response Plan

Adjournment: With no further business to come before the St. Thomas More School Commission, the meeting was adjourned at 8:40 P.M. A closing prayer was led by Father Richard Rosinski.

The next meeting of the St. Thomas More School Commission will be held on Thursday, April 4, 2019 at 7:00 P.M. in the teachers' lounge.

Minutes prepared and respectfully submitted,

Pam Michel
Secretary
St. Thomas More School Commission

Leni Pedres moved and Frank Celarek seconded the motion to approve the March 7, 2019 STM School Commission Minutes.