

ST. MICHAEL CATHOLIC SCHOOL COMMISSION  
Action Minutes – August 4, 2009

In attendance: Suzanne Siekawitch (Principal), Mike Therrell, Rich Steigenga, Nancy Finkeldei (Chair/Recorder)

**1. ANNOUNCEMENTS AND UPDATES**

- We welcomed Mike Therrell to the School Commission. Suzanne announced that Tim Weatherbie was hired as the new Kindergarten teacher. He loves multi-age teaching and seems to be an excellent fit for our school.
- We reviewed the current school commission membership. Suzanne will contact Christina Dowbiggin about her availability and schedule; she will also talk to Fr. Jay about the termination of Meg Krikawa's membership on the commission, as the group did not view Ed Krikawa's appointment to the school finance committee as a "conflict of interest". Meg has been a valued member of the commission and the group would like her continued participation.
- The school will continue to use a block schedule, which Suzanne is in the process of formulating.

**2. UPDATE ON ENROLLMENT**

- Enrollment continues. Pre-K has 18, Pre-School 3, Kindergarten 10. The status of four previous St. Michael students is not yet known. As of this meeting, there are no 1<sup>st</sup> grade students. If the quota of 10 pre-school students is not met, the Pre-K students will be offered the opportunity to come 5 days per week. Our goal is to increase enrollment and maintain retention so that we can adequately support additional teachers.
- The news of St. Michael's individualized curriculum is getting out to the public by "word of mouth." We are also communicating with other churches about the school, particularly in Monroe and Arlington.

**3. SCHOOL FINANCE COUNCIL**

- Members of the new School Finance Council are Jack Stiegler and Ed Krikawa. The group suggested a third person be on the council. Suzanne will speak to several suggested persons about the possibility of membership.
- The first meeting of the council is scheduled for August 27, 2009.

**4. SCHOOL COMMISSION COMMITTEES**

- The group agreed a Marketing Committee would be beneficial in helping to promote the school. Suzanne will speak with Lisa Tuckett regarding this committee.

**5. UPDATE ON PTO**

- The purpose of the Parent Teacher Organization will be to organize and oversee social functions for the school and fund raising other than the Annual School Auction.
- Heidi will organize the PTO and serve as its chair. We mentioned Michelle Walker as a possible co-chair to be of help to Heidi. Suzanne will contact Heidi to discuss this option and work with Heidi to set a date for the first PTO meeting.

- The group agreed the Pre-school should be a part of the PTO. Suzanne noted this past year's pre-school parents have been very involved.

**6. OTHER ITEMS**

- Rich reported Jamie was ready to plow and grade the playfield as soon as the equipment is available. Rich asked if he could be given a couple days notice before the grading so that he could gather a work party for that day.
- We briefly discussed the idea of a "Snack Bar" which was presented at the last meeting and noted Fr. Jay's concerns. We agreed a better name for this project should be "School Store". The students would run the store, and it would primarily serve as a learning experience for them. Snacks would be non-perishable and nutritious. Other items to be offered may be a limited number of basic school supplies such as pencils, notebooks, etc. Suzanne will discuss this project with Fr. Jay.

**7. NEXT MEETING:** Tuesday, September 1, 2009, at 6:45 pm.