

ST. MICHAEL CATHOLIC SCHOOL COMMISSION
Action Minutes – September 10, 2009

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

1. GOAL SETTING/ANNOUNCEMENTS

- Suzanne gave an overview of Fr. Jay's plan for parish-wide goal setting. All parish groups, committees and ministries need to come up with detailed goals to present to Fr. Jay. We need to keep in mind the archdiocesan/parish focus of evangelization when formulating how we see the school developing in the next five years.
- Mike read the 2003-2004 school goals document to illustrate how far we have come in achieving and surpassing the stated goals. Our new goals need to take into consideration all aspects of the school such as curriculum, master planning, staffing, student programs etc.
- Rich suggested Suzanne calculate the number of students needed per class in order to make the school self-sufficient. Suzanne offered to make up a form outlining the various categories for goal setting. She will email the form to the commission members to aide them in the task of formulating goals. We will present and discuss suggestions for school goals at the October meeting.

2. MARKETING

- Suzanne emphasized the school needs a master plan for marketing. Currently our marketing strategies for the school rely heavily on parental "word-of-mouth" advertising for the school and strategically placed signage throughout the surrounding area. There is also a plan to place a large sign near Harvey Field and Highway 9. Suzanne will check with the Harvey's on any time restrictions for the sign or if it can be left in place long-term.
- We also need to review the school philosophy again to possibly refine it and tie it into a marketing plan.

3. PTO UPDATE

- The first PTO meeting had a good number of parents in attendance, many of whom were pre-school parents.
- Officers for the PTO are Heidi Pike, President; Kara Hufford, Vice President; Jessica Clark, Secretary; and Sandy Kreider and Olga Flores will share the Treasury position.
- The PTO will provide breakfast/lunch for the teachers on the first Monday of every month as one of the new activities led by Catia Manuel.
- A Vender Fair and Social with provided babysitting is a new idea coming forth from the PTO. Rich suggested that we always think of ways to include the parish for any of the fundraising and social activities sponsored by the school as a way of being inclusive of the larger St. Michael's community.

- Mike stated we should always look for and take advantage of opportunities for positive publicizing of our school and parish. People need to read about St. Michael School to know that a fine school exists close by.

4. UPCOMING EVENTS

- The Harvest Festival is planned for Sunday, October 25. Meg volunteered to chair the event with assistance from Rich. It will be a targeted fundraiser (Fund-a-Swing Set).
- Rich suggested the food be simple and include a Bake Sale in place of providing a dessert.

6. SCHOOL NEWS

- Pat Jack is assisting Jennifer Barr with science this year.
- The drive through and drop off procedure for parents and students is working well.
- Extracurricular school programs this year include band and church choir. We also have Spanish for pre-K and up, and art twice a week as part of the school curriculum.
- We discussed the H1N1 flu virus and how the school plans to handle any outbreaks. The school will remain open with infected students being kept at home. Blogs are being created so students can keep up with class work and assignments at home.

7. NEXT MEETING: Tuesday, October 6, 2009, at 6:45 pm.