



ST. MONICA SCHOOL  
*"Learn, live and love through Jesus"*

**School Board Committee Meeting Minutes**  
**Date: December 15, 2011**

Item	Discussion Summary	Action / Follow-up Required
<b>Attendance</b> <ul style="list-style-type: none"> <li>• Excused</li> <li>• Guests</li> </ul>	All members present Linda Weckworth, Mary Ann Mullaney	
<b>Meeting Notes</b>		
1. Call To Order	J. Herbers at 6:06 p.m.	
2. Prayer	A. DeGuire	
3. Approval of Minutes	J. Herbers: Minutes approved as drafted.	
4. Pastor's Report	Fr. Jerry reported as follows: <ul style="list-style-type: none"> <li>• Fr. Paul will handle administrative duties while Fr. Jerry is on leave.</li> <li>• Changes in the text of mass are going well.</li> <li>• Parish Stewardship Drive is pledging a little ahead of the 2010 pace.</li> <li>• Turning in a pledge card is a pre-condition for next year's registration. Parish and school are coordinating implementation of the rule.</li> </ul>	
5. Principal's Report	Mrs. Robinson reported as follows: <ul style="list-style-type: none"> <li>• A lot of positive feedback from the Christmas concert.</li> <li>• Some parents continue to violate the parking policy at drop-off and pick-up, although it has improved. School is devising a parking "ticket" for future violations. A letter has been sent to K4 parents reminding them of the parking guidelines.</li> <li>• An accreditation work day for faculty and staff is scheduled for 12/16/11.</li> </ul>	
6. Follow-up Items From Last Meeting	<ul style="list-style-type: none"> <li>• <u>Exemplary Recognition</u>: S. Wirig reported that he received the Exemplary Recognition Rubrics from the Archdiocese via e-mail prior to the meeting and will forward it to the SBC members for review. J. Robinson reported that the work necessary to obtain exemplary recognition status in June 2013 must begin in January 2012. Given that the school is currently working on retaining its accreditation, J. Robinson suggested it would be very difficult to obtain Exemplary Recognition status in additional categories in the next cycle. M. Mullaney recommended that the faculty be given the opportunity to provide input before any decision is made as to what categories, if any, are pursued. S. Wirig and J. Robinson will provide additional information and recommend a plan for obtaining additional Exemplary Recognition designations at January meeting.</li> <li>• <u>Parent/Faculty/Administration Mutual Expectations</u>: J. Herbers reported that he did not receive any suggested changes to the Mutual Expectations he distributed at the November meeting. M. Tarantino reported that e-mail received by the SBC was representative of the general Home &amp;</li> </ul>	J. Robinson and S. Wirig to propose Exemplary Recognition plan.



ST. MONICA SCHOOL  
 "Learn, live and love through Jesus"

**School Board Committee Meeting Minutes**  
**Date: December 15, 2011**

Item	Discussion Summary	Action / Follow-up Required
	<p>School reaction. The members of H. &amp; S. were not as a group aware of the context of the proposal. The merits of the proposal were discussed by the SBC. There was a consensus to adopt the proposal as written. Members discussed how and when the Mutual Expectations would be publicized. The general consensus was to not include it in second semester registration materials. A. DeGuiire, J. Herbers, S. Taphorn, and J. Lamont will draft contextual information to be provided at time of formal publication. SBC will discuss topic further at January meeting and invite interested parents and staff to attend.</p> <ul style="list-style-type: none"> <li>• <u>Open Enrollment Registration Policy</u>: J. Herbers moved to repeal old open enrollment policy and replace with policy distributed at November meeting. Several members seconded. Motion passed by unanimous consent. J. Robinson to publicize new policy in Weekly Reminder. Parents will receive additional notice in registration materials. Language in the letter regarding post-dating checks will be deleted.</li> <li>• <u>8th Grade Trip</u>: J. Robinson reported that after meeting with 7<sup>th</sup> grade parents, three proposals were made regarding destinations for the 8<sup>th</sup> grade trip. Each proposal contained a curriculum component and one full day of service. Seventh grade families will vote on the proposals, but J. Robinson will make the final decision. There is no plan to go through the destination vetting process each and every year. The decision J. Robinson makes will be indefinite. J. Robinson and Missy Stewart will accompany the students and chaperones on the trip.</li> </ul>	<p>A. DeGuiire, J. Herbers, S. Taphorn, J. Lamont to draft contextual information to accompany Mutual Expectations. Parents/Staff invited to discuss at January meeting.</p>
<p>7. Questions/Clarifications re e-mailed liaison reports</p>	<p>None. See liaison reports for details.</p>	
<p>8. Technology Plan (A. DeGuiire, S. Wirig)</p>	<p>J. Robinson and Technology Coordinator Linda Beckworth reported their experiences visiting other schools. Those schools require a full-time IT staff member for support.. J. Robinson made contact with Marion College regarding free on-site training for staff members. Apple store also provides free training. Training for faculty could start as early as June 2012.</p> <p>On behalf of Tech Committee, A.DeGuiire presented the previously submitted SMS Tech Plan:</p> <ul style="list-style-type: none"> <li>• Decision must be made regarding lease vs. purchase iPads. Funds would likely come out of capital budget if purchased, out of operating budget if leased.</li> <li>• Total outlay for 2012 would be approximately \$80,000, including infrastructure, hardware, and software. Included are 7 Macs for lab. Tech Committee asked for a vote in January 2012 on purchase of 7 desktop Macs in the amount of \$8,000 as priority list item.</li> </ul>	<p>SBC to vote on 7 Macs as priority list item at January meeting.</p>



ST. MONICA SCHOOL  
*"Learn, live and love through Jesus"*

**School Board Committee Meeting Minutes**  
**Date: December 15, 2011**

Item	Discussion Summary	Action / Follow-up Required
	<ul style="list-style-type: none"> <li>Tech Committee will explore all funding options including outside grants.</li> </ul> <p>SBC members all agreed that enhancing the school's technological capabilities is the appropriate course.</p>	
9. Parent Survey (J. Lamont, A. DeGuire)	J. Lamont and A. DeGuire reported on similarities and differences between 2011 survey and 2012 draft survey. SBC members to review draft survey and submit suggested changes by 12/22. Final version to be approved at January meeting. Survey to be launched on 1/29/12.	SBC member to provide edits by 12/22. SBC to vote on final version at January meeting.
10. Service (J. Robinson)	J. Robinson reported that school website has a long list of service activities performed by students. Some listed are several years old. J. Robinson to coordinate freshening of website to include only more recent service activities.	J. Robinson to coordinate updating service page on school website
11. New Business	J. Robinson reported on decision to apply "no gun" signs on school entrances. It remained unclear who gave order to put signs up. Liability insurance company made clear that decision to place signs or not is not a coverage issue. Unanimous consent to take signs down.	J. Robinson to coordinate taking down concealed carry signs.
12. Parent Comments	Amy Strother, Maurita Jasper, Lisa Balistreri	
16. Adjournment	8:43	

Minutes Recorded by: D. Schoshinski

Next SBC Meeting: January 19<sup>th</sup>, 2012, 6 p.m., School Library. Prayer and snacks by M. Tarantino.