

St. Thomas School
Education Commission Minutes
October 6, 2009

A. Call to Order

1. Opening Prayer: The group started the meeting with a Hail Mary.
2. Check in question: Name one thing you learned from tonight's presentation. Some answers included passing on our faith to future generations, committees need to do the work before commission meetings and bring recommendations to the commission, Catholic schools are the heart of our church, stay true to your mission, "what" should be done, not "how" it should be done, plan ahead, we need to be whole to be holy, that we are doing things right, that we are talking about our mission daily in school.

B. Routine Matters

1. Roll Call: Present at tonight's meeting were Wendy Carmien, Patty Tierney, Susan Cler, Janet Decker, Kathy Thorson, Lainey Hewing, Nate Baxley, Starr Wilhelm, Gwen Roche. Absent were Monsignor Ramer, Tom Kelley, Dana Scaff, and Jean Cain.
2. Approval of minutes: Lainey did not receive a copy of the minutes. Motion to approve the minutes was made by Susan and seconded by Kathy. Motion passed.

C. Administrative Reports

1. Pastor – No report.
2. Principal – Report submitted.
3. Sub committee reports – None submitted.

D. Old Business

1. School web page
 - a. See attached list.
 - b. The webpage should highlight our achievements and include a link for making donations. We do have a paypal account.
2. The commission needs to address the money raised for the Extreme Makeover family. The money needs to be donated. Gwenn will comprise a letter to the family, approved by Rodney Schweighart.
3. The Open House was great. A lot of preschool families came to the event. The people who worked to put it together did an excellent job.

E. New business

1. Magazine sales: We sold approximately 950 subscriptions. Our goal was 1000.
2. First turn in date for Box tops will be October 26.
3. Annual Fund Letter:
 - a. The newsletter should begin to be ready before the end of the year. The long range goal is to have the letter ready to go out each year in November or December.

- b. A newsletter ideally should go out each quarter. The first letter should go out before the end of the calendar year.
- c. Susan Cler is willing to chair a committee to begin this project.
- d. In summary, 4 newsletters per year should be mailed out including one for the annual fund drive.

4. Review Action Items:

- a. Alumni newsletter – Susan Cler. She will get a committee together.
- b. Letter to the Montgomery's and donation given to them – Gwenn
- c. Talk to Tom about Lainey getting minutes – Wendy
- d. Live , Love , and Serve motto in each classroom – Gwenn

F. Closing

- 1. The meeting concluded with the Glory Be prayer. Meeting adjourned.
- 2. Next meeting is scheduled for November 4 at 7:30 p.m.