

**St. Malachy School Commission**  
**September 2, 2009 Minutes**  
**St. Malachy School Library**

The following were in attendance: Mary Sullivan, Principal, Andrea Ettenberger, Assist. Principal, Dawn Hostetler, Chairwoman, Mary Arnould, Amy Marcou, Ruth Rodgers, RJ Van Noy and Tom Kmetz (Finance Commission Liaison).

Mrs. Dawn Hostetler opened the meeting with a prayer. The next meeting will be Wednesday, October 7 at 7:00 pm in the school library with prayer provided by Amy Marcou.

The minutes from the August 5, 2009 meeting were reviewed. Dates of the 2010 Green & White Gala were found to be inaccurate. Revised minutes will be distributed. Pending the correction, the minutes were approved.

**Special Situations**

- A. H1N1-Mrs. Sullivan and Mrs. Caputo are implementing all suggested precautions. The possibility of providing H1N1 vaccines to St. Malachy school students at the school is being discussed.
- B. End of 2008-2009 Budget Review- The 2009-2010 budget has been reviewed to ensure family categories are accurate.
- C. School Emergency Plan Review-Mrs. Sullivan attended Jane's Safe Haven training. A tactical survey of our school's safety was completed with a multi-disciplinary team. Minor improvements will be implemented.
- D. Website Update-The new school website is still under development. The availability date of the new website is TBD.
- E. Stewardship Booklet Update-Last year's stewardship booklet was reviewed and changes to the school commission section were discussed.

## Report or Announcements:

- A. Administrator's Report: The 2009-2010 Catholic Identity Goal is "All St. Malachy School students will grow in their roles of stewards of faith through participation in outreach programs." Activities to meet this goal were discussed. School staff will receive CPR training on September 18.
- B. Chairman's Report: Discussed 2009-2010 school goals.
- C. Committee Reports:
  - 1. Tuition and Fees/Finance: No report.
  - 2. Third Source Income:
    - a. Scrip: Considering online utilization of Scrip program. Gross sales of scrips was \$916,344 in August 2009, compared to \$885,086 at the same point in 2008.
    - b. Mardi Gras-2010 Mardi Gras will be February 13, 2010.
  - 3. Marketing & Development:
    - a. Family Harvest Gathering-Scheduled for Oct. 9 at 6:30 pm. Mrs. Marcou is working with Cindy Griffith on plans for the event.
    - b. Green & White Gala: No report
  - 4. Parent/Teacher Organization: Co-presidents this year are Diana Jacob and Laura Sulecki. The PTO meeting October 14 will feature a workshop on study skills provided by the middle school teachers. The meeting is at 7:00 pm. A speaker from St. Vincent Hospital will speak on a health issue at the November meeting.
  - 5. Athletic Committee: No report.

## Future Business

- A. Mardi Gras Use Ideas: Electronic books continue to be discussed.
- B. Ministry Fair: The Ministry Fair will be October 24 & 25 with school commission representatives present.

The meeting was concluded at 9:00 pm with a closing prayer.

