



**Make Me a Channel of Your Peace**  
**2009-2010 ANNUAL REPORT**

ST. MATTHEW CATHOLIC SCHOOL

# Contents

We aim to graduate students who are a PEARL:

**P**erson with Strong Character



**E**ffective Communicator



**A**ctive Christian with Catholic Vision



**R**esponsible Citizen



**L**ife Long Learner



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# Executive Summary

We are proud to introduce St. Matthew's first Annual Report. It is our goal to improve communication to the parent and alumni communities and to highlight this year's accomplishments, future goals, and the strength of our community. After reading this report, we are hopeful you will recognize St. Matthew's many blessings - inspiring teachers, engaged and motivated students, and committed parents.

St. Matthew's is thriving! In spite of the economic climate, we have maintained enrollment and are blessed with a parish endowment dedicated to tuition assistance for those in need. Thanks to the hard work and dedication of our parent volunteers, our fundraisers totaled more than \$140,000. Our school community is strong with 100% parent participation in our school operations, offering talent, time and money.

## Key 2009 - 2010 Highlights

### Reinforced Curriculum

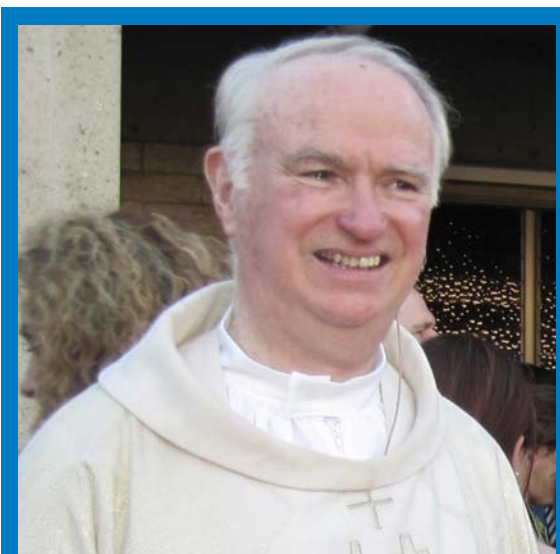
- Top quartile in Iowa tests across national Catholic schools
- Implemented new language arts program
- Increased math investment:
  - New math manipulatives, Smart Board software
  - New "Mathletics" program for math facts and concept drills

### New Community-Building Initiatives

- Christmas pageant
- Faith in Action Committee formed to assist with family mass and family faith formation

### Diversified Fundraising

- Year-round auction fundraising included Fun Run and on-line auction
- Technology grant program raised \$6,500
- Annual Appeal Program - kicks-off a tax-deductible donation program aimed to offset future tuition increases



*"Congratulations to the parent consultative board and many parents who contributed to the first Annual Report. In the Gospel, Jesus speaks of a treasure hidden in a field. That phrase could describe St. Matthew's School. For almost eighty years, it has been a treasure of wisdom and grace. Yet the quality of this treasure has not been well known. My hope is that by reading this report, you will see what a treasure we have in our school, not only for our parish but for the entire community."*

**Father Anthony McGuire**  
Pastor

# A Year In Review



As we embark on our first Annual Report, we are thankful for our priests, parents, teachers, friends and benefactors for all that they have done to make our school a very special, faith-centered, educational community.

In reviewing our 2009-2010 school year and our theme "Make Me A Channel Of Your Peace," we certainly can stand tall and be proud of our accomplishments. We have made a difference not only in the lives of our students, but in the lives of many people around the world. This was done not only by individual classes, but also as a united student body. Our school community raised money for the earthquake victims in Haiti and contributed to Catholic Charities for worldwide assistance via the Lenten Rice Bowl Collection. The monthly outreach drives and Giving Tree at Christmas were highly successful. Coats, food, pet food and toys helped those less fortunate here in our own San Mateo community.

Many wonderful dreams have become a reality this year. Technology has soared to new heights! All of our classrooms are equipped with Smart Boards and/or Elmo document cameras and projectors. The possibilities are endless with the interactive boards, helping to prepare our students for life in the 21<sup>st</sup> century. This year we also purchased new language arts and literature programs for the entire school, and a wonderful new religion series for the Jr. High.

The administrators, teachers and staff create a peaceful and caring environment in which we recognize, respect and celebrate the dignity and differences of individuals. Parents, parish and school staff work together to challenge students intellectually while nurturing them spiritually, physically, physiologically and socially to prepare them to go forth into a diverse, technological world.

We are so proud of our graduates who will be continuing their education at some of the area's finest educational institutions. We look forward to another great year!

**Beverly Viotti**  
Principal

# Curriculum

The faculty and staff of St. Matthew have one common goal: to help every student fulfill his or her potential!

The core classes focus on religion, literature, writing, language arts, mathematics, social studies and science. Specialists enhance core education in Spanish, music, physical education and computer skills. The specialists teach each grade, and conduct classes twice a week. The “Art in Action” program is parent led and supervised by teachers. This program focuses on the work of one of art’s masters and the technique behind it. Students create their own piece, similar to that of the artist.



8th graders took a field trip to Capitol Hill and met with Assemblyman Jerry Hill.

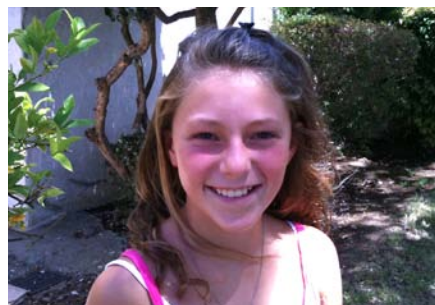
The Junior High, grades six through eight, is departmentalized. Science, literature, math, religion, language arts, and social studies classes are taught by teachers instructing in their area of expertise.

## Religion

At the core of the school’s mission and philosophy, religion is the central focus each day. Saint Matthew Catholic School is under the direction of the Archdiocese of San Francisco. St. Matthew follows the Archdiocesan curriculum guidelines which fulfill the California State Standards as well as the religion standards set by the Archdiocese. The students are taught the integral parts of the Catechism of the Catholic Church, creed, sacraments, morality and prayer at every grade level through age appropriate methods and topics. Children come to know and understand the word of God, the meaning of scripture and how it applies to their daily lives. The fundamentals of the Catholic Church including Catholic practices, Feast Days, traditions, and social teachings are built into the curriculum.

## Language Arts

A new language arts series was implemented throughout the school this year. The first through fifth grade program integrates spelling, reading, and grammar components. The skills learned in the first grade are built upon in each grade bringing continuity to the program. The junior high language arts curriculum allow the teachers to provide a comprehensive program in English, literature, spelling and vocabulary. From short stories to grammar and mechanics, the students learn to develop critical thinking, writing and comprehension skills. The “Step-Up to Writing” program is also used by the entire school, thus providing consistency in writing style throughout the grades.



*St. Matt’s is a school where you learn not only science and social studies, but teamwork and friendship as well. We are given the chance to do things for our community and we learn how to make our environment a better place.*

**Phoebe Freitag,  
5th grade**

# Curriculum



Second graders received First Holy Communion in May.

## Math

Math students have the opportunity to accelerate at their own pace. Junior high students may begin algebra I before they are in eighth grade and others may study geometry if prepared. In addition, eighth grade students who qualify can attend the “Alegbra I Honors” class at Serra High School. Mastering math facts was a big focus throughout the school and students were assessed regularly via timed tests. Assignments given through “Mathletics,” a web-based Math program that St. Matthew has recently adopted, will be reviewed frequently.

## Requirements for Algebra I Honors at Serra High School

8th graders interested in taking Serra’s “Honors Algebra I” class must:

- A- (or higher) average in 6th & 7th grade math courses with no grade lower than a B+.
- Minimum 90% on math section of 7th grade IOWA test.
- Pass Serra’s alegbra readiness test in spring of 7th grade.

*I really loved my 5th grade buddy, Clark. He was really, really nice, funny, and energetic. He helped me with art projects and writing in my journal. Clark was a really good artist. We went to Safeway to buy food for the poor and ate a Thanksgiving feast together. We did a lot of fun stuff together.*

**Miles King,  
kindergarten**



# Faculty & Staff

With 26 members, the St. Matthew's faculty has a rich and diverse set of skills to impart to its students. There is a good mix of new as well as experienced teachers, including some teachers who had careers in business, technology, and law prior to their current positions. These personal experiences and varied tenure contribute to imparting a rich education to the students. The school nurtures this most-important asset. Communication and training among the faculty takes place on minimum days and at Monday faculty meetings. Individually, teachers also attend workshops and continuing education classes.

For students with learning differences, we have a resource department. These teachers work with students individually or in small groups, tailoring the curriculum to fit the needs of the student.

12:45 days:

The faculty use this time for formal cross-grade level curriculum development. Teachers also attend archdiocesan-sponsored in-service lectures, often hosted at St. Matthew's including:

2008 - 2009: "Step-Up-to-Writing" program for language arts.

2009 - 2010: Integrating technology into the curriculum.



Ms. Downs, 2nd grade teacher, with her class at the annual "Blessing of the Animals"

**Janel Worley** (kindergarten) has brought her commitment to children and their development to St. Matthew's for more than 30 years. A beloved teacher, she provides kindergartners with the tools and support they need for success in the St. Matthew's regimen. Ms. Worley contributes to the school and parish in many ways, including her role on the Emergency Preparedness Faculty, as the principal of the parish English CCD program, and assisted with implementing the C.A.S.A. Extended Care Program. Previously, she was on the Leadership Team for two WASC accreditations and has acted as a mentor teacher. She began her teaching career in the San Mateo public

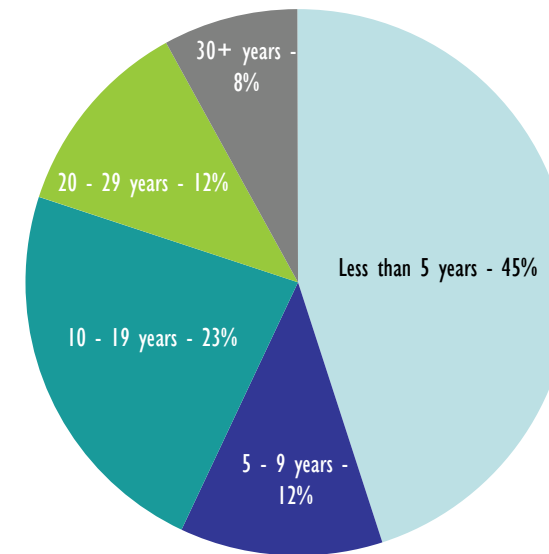


**Melissa Matheson** (5-2) began teaching fifth grade at St. Matthew's in 2007. She is responsible for teaching math, religion, language arts and technology to her homeroom class. Because of her strong passion and background in science, she teaches science to both fifth grade classes. During her time working for the San Francisco Archdiocese, Mrs. Matheson participated on WASC accreditation teams, helped write the San Francisco Archdiocese Curriculum Guidelines and Standards for Science, and participated in a number of workshops and continuing education classes.

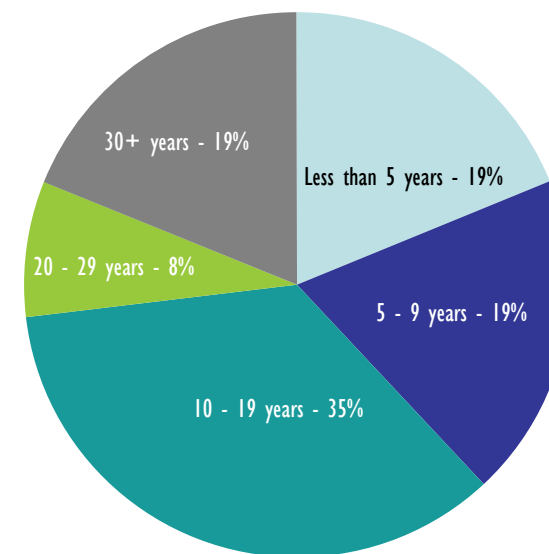


# Faculty & Staff

Faculty Tenure: Years of Teaching Experience at St. Matthew



Faculty Tenure: Total Years of Teaching Experience



2:25 days:

Each Monday teachers attend a faculty meeting. Meetings revolve around curriculum planning and evaluation of school activities. In addition, presenters speak on various topics including:

- Language based disorders in school-aged children
- New Language Arts series training
- Technology

**Nancy Arnett** (6-1) joined St. Matthew as the 6-1 homeroom teacher in 2006. She also teaches Language Arts to the 6th, 7th and 8th grades. Prior to teaching, Mrs. Arnett worked for Morgan Stanley for 15 years where she became a Certified Instructor of financial products. Nancy decided to be a teacher because, even in her previous career, she always found herself in the role of an instructor. She is a life-long learner and wanted to share her love for education with students. Prior to teaching, Nancy attained degrees in International Finance and English.



**Ali Motamed** (Jr. High Math) joined St. Matthew in 2008 and teaches math to 6th, 7th, and 8th graders. He taught math at the high school level as well, while earning his teaching credential. Prior to teaching, Mr. Motamed worked for 15 years in Aerospace/Defense as an Electro-Optical system developer, scientist and director, and for 10 years as a partner and entrepreneur in web-based and name-space companies. Mr. Motamed attained his B.S., M.S. in Electrical /Computer Engineering and Physics. For the last 7 years, he has also managed a fully-inclusion youth soccer program for children with special needs.



# Programs & Services

## After-School Enrichment Programs

- Cub Scouts, grades 1-5
- Brownies / Girl Scouts, grades K - 5
- Art class, grades 2 - 8
- Drama Club, grades 5 - 8. The Drama Club teaches techniques to develop a student's acting, singing, speech and improvisation skills and culminates with an annual spring production. From September through May, 35 students met after school to prepare for this year's "Seussical" production.
- Junior High Book Club during lunch

## Athletics

- Fee-based Sports program for grades 4 -8
- Boys: baseball, basketball, track
- Girls: volleyball, basketball, track

## Music

- Children's Choir, grades 3 - 5. Fifty students meet weekly before school.
- Junior High Choir, grades 6 - 8. Twenty students meet twice weekly after school.
- Instrumental Lessons, grades 4 - 8. Music lessons are offered in piano, violin, flute, drums, saxophone, clarinet, trumpet and guitar.
  - Guitar: 30 students
  - Flute: 8 students
  - Violin / Cello: 8 students
  - Beginning Band: 20 students



8th grade boys' basketball team.

# Programs & Services

## Student Council

Student council is composed of 7th and 8th grade student leaders who are elected by the student body. They serve as advocates for their fellow students.

## Resource & Counseling

St. Matthew's resource department assists teachers in differentiated and individualized instruction for students. They meet with the student, parents and administration to assess, define, create and monitor a structure to fulfill the needs of an individual child. They also develop enrichment programs for students to excel.

• **Parent Education** meetings and websites are available to help parents understand, supplement and encourage their children through the learning process.

• An **On-site Counselor** is available to meet with children and parents to discuss any educational or emotional concerns.

• Fee-based **Speech Therapy** is available on campus through an outside vendor.



Cast members from the spring production of "Seussical".

## C.A.S.A. - Extended Care Program with Homework Club

The C.A.S.A. program provides on-site, fee-based after-school care daily. Teacher supervised "Homework Club" is offered three days a week at C.A.S.A.

## Summer School & Camps

St. Matthew offers summer school for students enrolled in Pre-K through 7th grade. Programs are grade specific and taught by St. Matthew's teachers.

- Math & Language Arts
- Spanish enrichment
- Math Facts reinforcement
- Art Camp for grades 1 - 8

## "Children's Choice" Hot Lunch Service

Children's Choice is a local fee-based daily lunch program with a focus on nutritional meals that are locally and sustainably grown.



## 2009 - 2010 Student Awards

### 21st Annual San Francisco Archdiocesan "Respect Life" Essay Contest

*1st place:* Matthew Caldwell (1st grade)  
*Honorable Mention:* Parker Daley (2nd grade), Victoria Ramirez (3rd grade), Jenna McCormick (7th grade)

### San Francisco Bay Area Science Fair

*1st place:* Caroline Ho, 7th grade Biology & "Outstanding Scientist" from the American Chemical Society

### San Mateo County Science Fair

*1st place:* Emma Sheedy (6th grade)  
 California State Science Fair Representative, "Chlorine's Effects on Swimsuits"

*2nd place:* Caroline Ho (7th grade)  
 Bay Area Science Fair Representative, "Best Natural Ant Repellent", Ryan Simons (6th grade), "Bats to the Max", Gino Vellandi (6th grade), "Up in Flames: A Comparison Between Maple, Oak, Redwood, Pine"

*3rd place:* Patrick O'Regan (7th grade), "Burn Rates of Natural Fabrics"

*Honorable Mention:* Anna Milliken (6th grade), "Don't Kiss Your Dog"

# Fundraising & Assistance

## Fundraising

St. Matthew does a tremendous job at fundraising. While the school, in concert with the Parents' Association, puts on numerous community-building events, funds are also raised to support the general fund. Main fundraising activities are: the bi-annual auction dinner dance, the annual Crab Bash and St. Patrick's dinner, yearbook sales, and used uniform sales. Over the past five years, the funds raised have largely been used for technology investments including: a new wireless mobile laptop pool, robust server and networking technology, and Smart boards in every classroom.

In an effort to broaden fundraising sources, St. Matthew Consultative Board has focused on developing two new fundraising initiatives this year:

- 1) **Grant writing:** A small team was formed to tap into outside foundation and corporate funds for targeted purposes such as improved technology, teacher training, and curriculum innovation. In its first year, the team raised \$6500 to improve the library and pilot an innovative literacy and research skills curriculum integrated with our Smart Board technology.
- 2) **Annual Appeal program:** A tax deductible donation program which is targeted at current and alumni families will be rolled out in fall 2010.

Event:	Gross Proceeds:*	Net Income:*
Auction	\$190,727	\$115,117
Crab Bash	\$18,924	\$12,579
St. Patrick's Dinner	\$1,755	\$113
Miscellaneous	\$18,709	\$12,587
Subtotal:	\$230,115	\$140,396
Grants	\$6,500	\$6,500
<b>TOTAL:</b>	<b>\$236,615</b>	<b>\$146,896</b>

\*estimates by accounting standards

## Tuition Assistance

Given the strength of the school and parish financial management, St. Matthew has been able to offer tuition assistance to all those in need. In the last two years, assistance has increased, creating a heavier burden on the operating budget. While the coming year's assistance is projected to decrease, the amount of assistance offered is a significant amount.

	2007 - 2008	2008 - 2009	2009 - 2010	2010 - 2011E
Assistance funds:	\$124,000	\$157,000	\$174,000	\$131,000
# of families:	26	32	40	33
# of students:	N/A	47	52	43

# The St. Matthew's Annual Appeal Program Kick-off

In 2010 - 2011, St. Matthew's is kicking off a new Annual Appeal Program to help offset significant expected future tuition increases. Funds collected will also enable continued incremental investment in St. Matthew's programs and infrastructure.

## The Gap

Generally speaking, tuition covers about 80% of the nearly \$4 million annual operating budget of St. Matthew Catholic School. Revenue from tuition roughly covers the salary and benefit costs of our teachers and staff. Additional revenues are required to fund the array of operating expenditures that are incremental to staff. These revenues take the form of fees related to registration, participation on athletic teams, extended care (CASA), instrumental programs, and Scrip. The Parent Association's fundraising activities help pay for incremental projects in the school that are not covered by tuition or fees.

Despite all this, a subsidy is typically received from the parish to bridge the gap that can exist between the school's annual revenues and expenses. Part of this subsidy is for a need-based tuition assistance program that ensures we never turn away a deserving student for financial reasons.

To date, we have done a great job attracting and retaining dedicated, high quality teachers and staff, and making selective enhancements to the school, while keeping tuition increases to a minimum. Due to the timing of Archdiocese teacher contract modifications in 2011-2012, and other economic conditions, we expect operating costs to increase significantly. Thus, we now need to prepare for either large tuition increases or we must find new sources of incremental revenue.

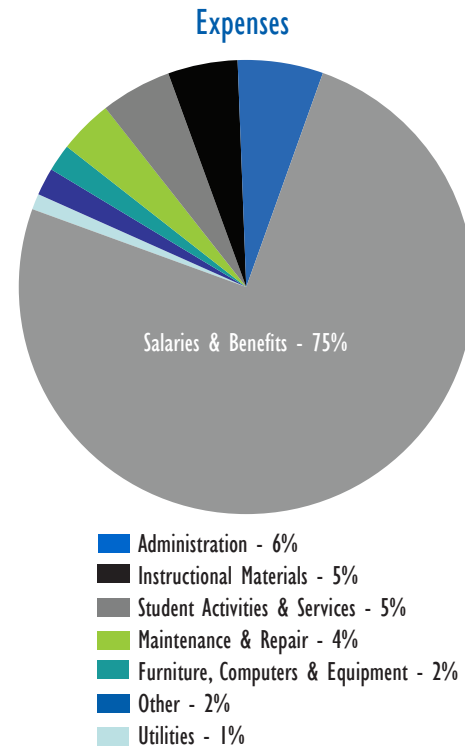
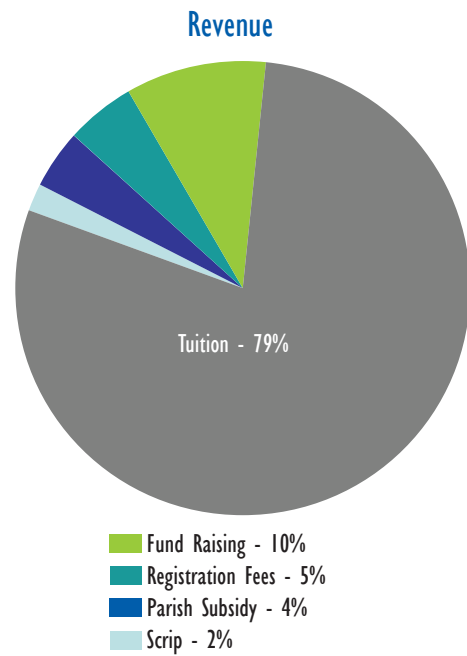
## The Appeal Program: Bridging the Gap

St. Matthew School is instituting an "Annual Appeal Fund" to bridge the gap. This means that every family is expected to pay their fair share of what it actually costs to educate our children at St. Matthew. St. Matthew's goal is to make Catholic education affordable to all who commit themselves to the purpose and goals of the school.

Our goal is for 100% participation from all school families. Each family is asked to pledge their fair share annually to support our facilities, campus development, tuition assistance, athletic programs, student and teacher enrichment and various school programs. St. Matthew's goal is for each family to pledge \$500 or more a year. Parents pledging \$1,000 or more annually will be invited to a Principal's cocktail reception.

Remember, unlike tuition, our donations are tax deductible. This campaign is so important, in fact, that we should think of our contributions as necessary, not voluntary. At the same time, we recognize that each of us is unique in our ability to give. We ask all families to contribute at a level you can afford. Donations can be one time, or as monthly automatic withdrawals along with standard tuition. We will work with you to determine the program that works best. Please don't forget to apply for matching corporate contributions as well.

# School Management



## Statement of Revenue & Expenses

	2008-2009	2009-2010E	2010-2011B
<b>Enrollment:</b>			
Students	607	610	601
Families	409	420	410
<b>Revenue:</b>			
Tuition	\$2,647,843	\$2,973,109	\$3,045,600
Registration Fees	\$177,138	\$165,000	\$180,000
SCRIP	\$55,587	\$75,000	\$75,000
Fundraising and Self-Funding Pgms	\$410,161	\$418,170	\$393,000
Parish Subsidy	\$293,168	\$261,358	\$136,458
<b>TOTAL:</b>	<b>\$3,583,897</b>	<b>\$3,892,637</b>	<b>\$3,830,058</b>
<b>Expenses:</b>			
Salaries & Benefits	\$2,767,928	\$2,936,036	\$2,889,152*
Instructional Materials	\$178,644	\$170,600	\$186,700
Student Activities & Services	\$190,523	\$194,895	\$193,200
Maintenance and Repairs	\$121,001	\$145,500	\$140,000
Utilities	\$46,522	\$61,000	\$51,500
Furniture, Computers, Equipment	\$116,657	\$127,646	\$91,246
Administration	\$105,857	\$195,200	\$219,000
Other Expenses	\$56,765	\$61,760	\$59,260
<b>TOTAL:</b>	<b>\$3,583,897</b>	<b>\$3,892,637</b>	<b>\$3,830,058</b>
Tuition - In Parish	\$4,575	\$4,725	\$4,900
Change over PY		3.3%	3.7%
Tuition - Out of Parish	\$5,075	\$5,250	\$5,450
Change over PY		3.4%	3.8%

\*Salaries have been frozen in prior years by Archdiocese. Expected increase in salaries / benefits in 2011-2012.

# School Management

## Importance of Fundraising Income

On an annual basis, the school runs a deficit of nearly \$250,000 between the expenses and income that is realized from tuition and fees. This gap is bridged by fundraising, which takes the form of SCRIP or community building events such as the bi-annual St. Matthew's Auction, "Home for the Holidays", and the Crab Bash. If not for these events, per student tuition would be nearly 10% higher. Without this additional revenue, the school would not be able to afford new technologies and other upgrades. Broad participation in fundraising by the St. Matthew's community is an essential element in keeping tuition low, while improving the quality of education for our children.

## Gym Update

Construction of a regulation gymnasium at St. Matthew's remains a high priority. The price to build this gym is projected to be \$6 million. This sum will be financed by fundraising, debt, and a parish investment. To date, approximately \$750,000 has been spent on architecture and consulting services, and city fees. All monies raised for the project have been separated from other school and parish finances, and will be either invested in the project or returned, if for any reason the project does not move forward.

## Summary

St. Matthew Catholic School is an extraordinary value. By having a very active family community and two classes per grade, St. Matthew's is able to offer superior academic and extracurricular programs, while keeping tuition and fees in line with, or below, other peninsula-based Catholic or private K-8 schools.

School Administration  
March 16, 2010

Financial Information  
March 16, 2010

St. Matthew Catholic School maintains a system of internal controls over financial reporting to provide reasonable assurance that assets are safeguarded and transactions are executed in accordance with Archdiocesan policy.

The following financial statements summarize both revenue and expenses at St. Matthew Catholic School. The information included in these financial statements is the representation of the school administration. Based on the information provided, we believe these financial statements to be materially accurate.

The school recognizes that even a highly effective internal control system has inherent risks, including the possibility of human error. However, we represent that as of December 31, 2009 the internal controls and financial reporting are in place and operating efficiently.

Deacon James F. Shea  
Parish Manager

Beverly Viotti  
Principal, St. Matthew Catholic School

Glen French  
Finance and Budget  
St. Matthew Consultative Board

Father Anthony E. McGuire  
Pastor, St. Matthew Parish

# Facility



The gym was renovated over Christmas break.

## Gym Renovation

- Refinished and re-stripped the gym floor
- Painted perimeter walls
- Installed bumper pad at end of stage
- Installed two team banners
- Installed new nets and refurbished back-board

## Playground Improvements

- Re-stripped basketball courts, 4-squares, and hopscotch
- Identified and highlighted safety concerns by painting speed bumps, steps, crosswalks and traffic drop off areas

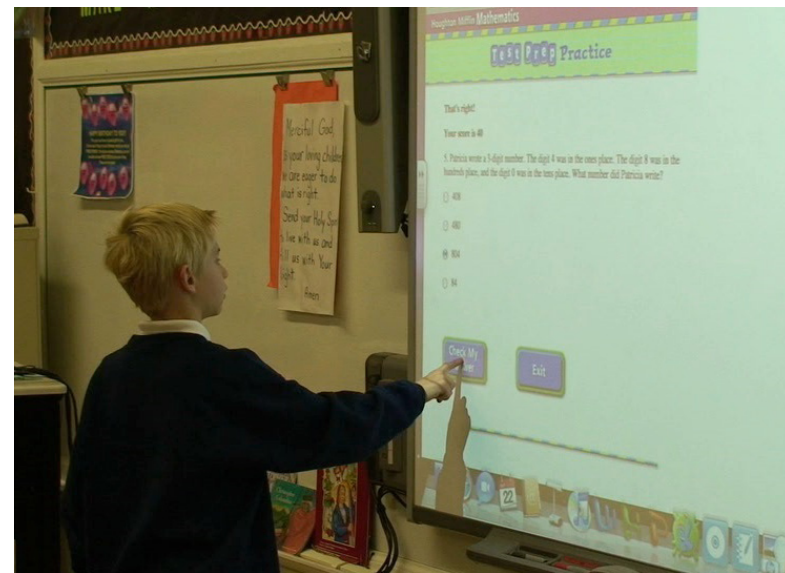
## Adopt-a-Spot

Individual families adopted an area to beautify our school grounds with plantings and sprinklers. Thank you to the following families: Alarco, Caceres, Canziani, Inge, Randle, Saldana, Cub Scouts – Pack 133 and Daisy/ Brownies,

Many improvements and upgrades were completed this year to enhance our classrooms, playground, gymnasium, and campus appearance. These initiatives were a result of significant parent time, talent and resources.

## Technology

- 12 Smart Boards were installed in the classrooms. Five more will be installed by August.
- New online tools and textbook supplemental software optimize the use of SmartBoards in the classroom.
- Purchased 50 refurbished batteries for the Apple laptops.
- Installed new wiring for grades K-4 for faster internet access.
- Upgraded Apple server operating system and email software
- Upgraded network security
- Installed new phone system across parish and school that includes integrated email and voicemail.
- Invested in an Emergency Broadcast System for rapid communication via automated telephone call or SMS text message to the entire school community during emergency situations.
- Raised \$10K via grants and auction raffle for a new computer lab on the ramp and a library literacy and technology program.



The Smart Board reinforces classroom instruction through interactive games, videos, and activities, which are fun and engaging. This kind of reinforcement leads to long-term retention of the skills.

**Wendy Roberts,**  
2nd grade teacher

# Catholic Identity



One of the most important aspects of St. Matthew's School is its Catholic identity. In the history of U.S. Catholic Schools, the objective of passing on the faith to the next generation has been a constant. In the early immigrant days, Catholics faced a hostile environment and were determined to place faith in Christ and Catholic identity an integral part of an education. Today, St. Matthew's School continues to forge a strong Catholic identity in an over-bearing secular society. Prayer, both private and liturgical, scripture study, popular devotions to Mary and the saints, a strong sacramental life and an emphasis on service to the poor, form a part of the curriculum which is reinforced year after year.

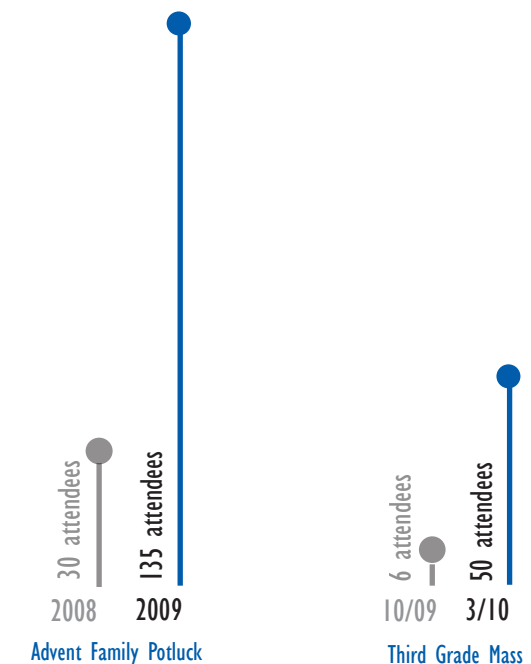
**Father Anthony McGuire**  
Pastor

## “Faith in Action” Program

- Newly created this year, the “Faith in Action” (FIA) Program organizes parent volunteers from each grade to work with the teachers in areas of spirituality. It also offers family-oriented spiritual activities to facilitate family faith building.
- FIA received 140 responses to a survey regarding mass attendance. Top areas of parent concern were mass time, mass music and family mass format.
- Parent representatives assisted with family mass throughout the year to increase attendance. For example, the 3rd grade class participation increased significantly between two class-led masses.

## 2009 - 2010 Spirituality Highlights

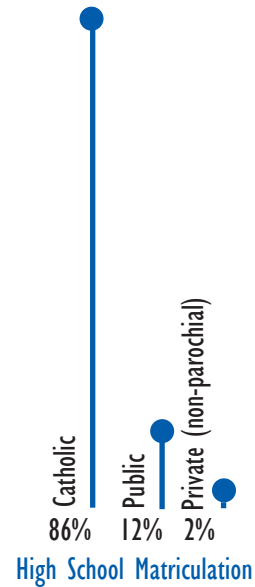
- Approximately 200 2nd graders and CCD students received First Holy Communion and Reconciliation.
- By the time a student graduates, s/he will have completed 60 hours minimum of community service.
- All the children participate actively in Mass. Different classes take on the role of cantors, lectors, musicians, gift bearers. Throughout the year, students celebrate the feast of Our Lady of Guadalupe, Our Lady of Lourdes, and the crowning of Mary in May.
- 83 families from St. Vincent de Paul were served as part of the “Easter Share the Light” Service Event.
- 16 Women attended the first women's tea speaker event.



# Class of 2010

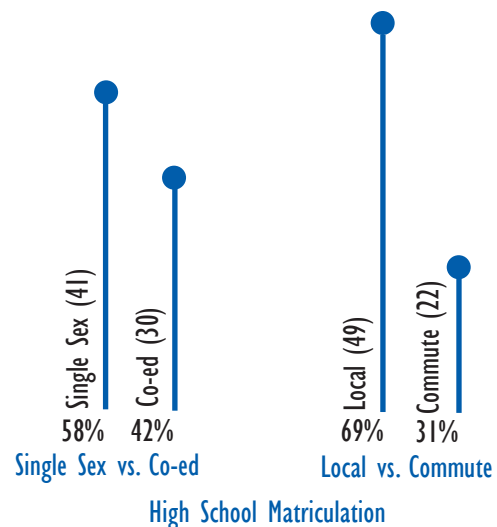
St. Matthew's had a graduating class of 71 eighth graders this year. Our graduates attend a variety of Catholic, private and public high schools throughout the Bay Area. Most graduates received entrance into the school of their first choice. In the admission process, many were noted for their particular scholastic achievements.

Students chose schools for religious affiliation, proximity, specialization, and affordability, among other reasons.



## Class of 2010 Matriculation

Bellarmino College Prep	1
Menlo School	1
Mercy High School	3
Notre Dame High School	15
Sacred Heart Prep	1
Saint Francis High School	7
Saint Ignatius College Prep	12
Serra High School	22
Public	9



As I embark for high school, I couldn't be more confident in how I've been prepared by Saint Matthew Catholic School. While you'd expect a graduate from Saint Matthew to be prepared academically, and I feel that I am, the life skills I've learned are so much more valuable. Saint Matthew gave me connections with my teachers and classmates that I will cherish forever.

My experience began as a five-year old arriving for my first day at school. I was apprehensive until Ms. Worley called the group of us to begin the day by sitting around her chair. My early grades, K-3, were a particularly special time. I remember the importance of my schooling in the basics of all core subjects. In grades 4-5 we took our learning to another level. Our teachers began to give us more independence - and responsibility - and encouraged us to dedicate ourselves to prepare for the challenges of junior high. For me, Junior High was equally one of the most rewarding and stressful times at Saint Matthew's. Those times were the most special for me because through all the experiences, I really learned about who I was and wanted to be.

I'm certain these years will be with me forever and for that, I'll always be grateful. I appreciate ALL that my parents have given me because they have started me on a path that will lead to bigger and better things. The last nine years didn't just change my life, they made me feel hopeful about what's about to come.

Thank you and Go Saints!!!

**Jack Sheedy, 2010 graduate, is attending Saint Ignatius College Prep in the fall.**

# Our School History

## A History Rich with Tradition and Excellence

St. Matthew Catholic School opened August 10, 1931 with an enrollment of 100 students. By the end of the first year, enrollment was 140 in eight grades. The inaugural graduating class included eight students. The school was staffed by the Sisters of the Holy Cross and operated in the Tobin-Clark Mansion in San Mateo. Within a few years, St. Matthew's enrollment had increased and the school required additional facilities. Ground was broken for a new school and auditorium in 1936. Building was completed in 1938 at the school's current site.



The school's original site, The Tobin-Clark Mansion, where it operated from 1931 - 1936. Credit: San Mateo Historical Society.

At that time, more than 300 students were enrolled and St. Matthew's was the only Catholic school on the peninsula.

The school continued to experience steady growth through World War II. At the end of the war, enrollment reached 600 and the need for expansion was pressing. The "ramp", a long wing attached to the main building, was completed in 1948. The school's expansion efforts were successful and by the early 1950's, enrollment peaked at approximately 850 students. The ramp remains in use today for grades K-4, as does the original auditorium, which is the current venue for the basketball and drama programs.

The Sisters of the Holy Cross continued to operate the school through the 1980's. Soon lay teachers were integrated into the staff. The current staff is made up entirely of lay teachers. In 1982, the school limited its enrollment to 550 students. That limitation was subsequently lifted and the 2009-2010 enrollment was 610 students representing 420 families.



The "ramp" construction was completed in 1948 and currently houses classrooms for grades K- 4.

During the past 80 years, St. Matthew Catholic School has educated thousands of students. The tradition of Christian values, and scholastic excellence have remained the focal points of the school. While the history is remembered with pride, St. Matthew's looks to the future and anticipates many years of excellence for its students.

# Parent Association & Consultative Board

St. Matthew Catholic School has two complementary parent governance bodies to assist, guide and promote the school and its mission.

## Parents' Association Objectives:

- Bring together parents, pastor, principal, and staff who are interested in undertaking cooperative efforts on behalf of Catholic education;
- Foster a spirit of cooperation between the school and other parish organizations and activities for the benefit of the parish community;
- Promote programs for the growth and welfare of St. Matthew School and its students;
- Generate financial support for the school and its programs;
- Come together in a spirit of Christian friendship.

On an annual basis, the Parents' Association focuses on soliciting committee chairs for more than 40 committees and supports their efforts for these events. Some of these PA sponsored events include: the bi-annual auction, "Home for the Holidays," wrapping paper drive, golf tournament, "Breakfast with Santa," etc.

PA board members serve for two years and are nominated by parents and former board members each spring. The Parents' Association board includes the Principal, Vice-Principal and Pastor.

### Parent Association Board: 2010 - 2011

Co-Presidents:	Keara Meyercord & Robin Wall	Recording Secretary:	Jody Gandelman
Vice President - Volunteers:	Alannah Chase	Corresponding Secretary:	Gwen Coffey
Vice President - Events:	Kim Hughes	Treasurer:	Carla Cravalho

## Consultative Board Objectives:

The Consultative Board was assembled to advise the pastor and the principal of St. Matthew's. The members discuss policies and procedures when needs arise and are requested by the pastor and/or principal. The members will assist with recommendations and solutions.

This board leads the school community with long-range planning needs. They serve as a forum where families/parents can bring their concerns. The board is also a source of new ideas and leadership and each board member will serve a specific role to aid the board and the administration.

Consultative Board members serve for three to four year terms and are nominated by parents and existing board members and confirmed by the Principal. In addition to the parent/parish volunteers, the Consultative Board includes the Principal, Parish Treasurer and the Pastor.

During the 2009-2010 school year, the Consultative Board focused on a number of topics, including:

- Review of middle school curriculum
- Math programs at all grade levels
- Fostering continuing Catholic community with St. Matthew's recent alumni
- Continuing to improve and upgrade the use and deployment of technology in the classrooms
- New financial models to increase tax deductible contributions to the school
- Gym project restart

### Consultative Board: 2010 - 2011

Chairman:	Jeff Lowenstein	Parent Association:	Joan Claybrook
Vice-Chairman:	Glen French	Parking/Traffic:	Diane Honey/Ann Olson
Secretary/At-Large:	Angela Polk	Environmental/Safety:	Angela Caltagirone
Development:	Mark Costigan	Athletics:	Tony Holland
Finance:	Mike Catanzarita	Spirituality:	Mark Fitzpatrick
High School Relations:	Dave Lancaster	Technology:	Tyler Brewer
Marketing - Internal:	Shelley Goldberg	Parish:	Mary Jane Avalos
Marketing - External:	Amy King	At-Large Members:	Cindy Harper, Scott Mason, Ross Meyercord, Steve Sirianni, David Wall, Rob Winters

# Family Service & Diversity

St. Matthew School is the largest of 65 Catholic elementary schools in the Archdiocese of San Francisco, and one of three in the city of San Mateo. The 2009-2010 enrollment was 610 students from 420 families.

The school community reaches out to the largely Latino parish community to bridge a cohesive relationship. The annual Parish Carnival, St. Patrick's Dinner, and Crab Bash are a few social events that help to foster this relationship. A yearly presentation to the Latino parish community is also offered prior to each year's registration to educate and encourage the community to consider St. Matthew School for their children.



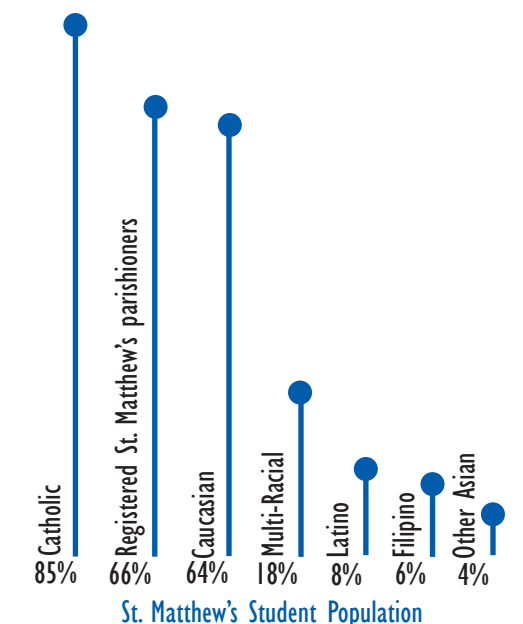
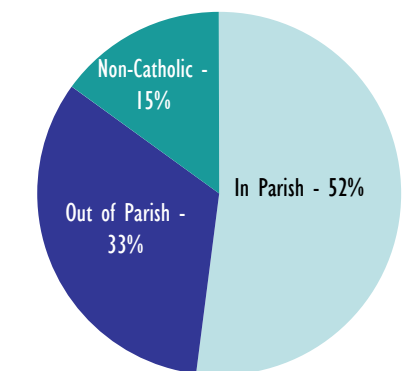
"Men of St. Matthew" volunteering at annual carnival.

Parent involvement is a vital part of St. Matthew Catholic School's vision of community. Many parents contribute a large number of service hours well beyond the 50 required hours (25 hours for single parent households). Parents accept roles as coaches, room parents, library assistants, hot lunch workers, field trip chaperones, classroom helpers, CCD teachers, Parents' Association (PA) committee chairs, PA Board, Consultative Board members, etc. The School Handbook lists 43 committees of the PA that consists entirely of volunteers.

Each St. Matthew's family is required to participate in the Scrip program. Each family contributes \$225 each calendar year, which helps to offset tuition costs which in turn allows St. Matthew to maintain nominal annual tuition increases. Other fun fundraising events are offered annually or bi-annually including wrapping paper, golf tournament, and the Auction/Dinner dance. Each of these events is supported enthusiastically by the school community and raise a considerable amount of additional funds to help support needed classroom and campus upgrades.



Co-Chairs for this year's "Lanterns & Blooms" bi-annual auction dinner dance, Paige Meek and Heather Sanguinetti.



## Why St. Matthew?

Living in the Bay Area, we are fortunate to have many excellent public and private schools options. Often we are asked by prospective families, “Why St Matthew’s?” Our reply is simple. If you desire to join a Christian faith-based community for the entire family, not just a “school,” then St. Matthew will be an excellent choice. As St. Matthew School begins its 79th year, we continue to integrate the core themes of faith, knowledge and community.

### FAITH:

- A nurturing environment where students become effective communicators and life-long learners with a strong character and faith-based vision
- Religious education emphasizing the Gospel values of Jesus, family values, social justice and service
- Sacramental Preparation

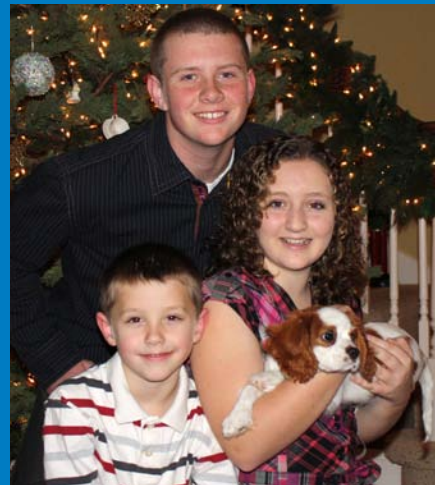
### KNOWLEDGE:

- Exceptional, qualified staff following San Francisco Archdiocese and State of California curriculum framework
- Art, award-winning music, P.E., and Spanish (K-8)
- Extensive extra-curricular activities including sports (4-8), art, choir, drama, instrumental music program, scouts, teacher-directed “Homework Club,” and summer programs
- Cutting-edge, technology-supported education
- The only Catholic school on the mid-peninsula with two classes per grade
- St. Matthew prides itself on high acceptance rates into top-ranked college preparatory high schools

### COMMUNITY:

- Require active Parent involvement
- Ongoing school-wide community service projects
- Junior high community service involvement is required.
- “Buddy” program

We have 3 children. Our son, Jason, is a sophomore at St. Ignatius College Prep. Rachel just completed 6th grade. Our younger son, Steven, just completed kindergarten.



In 2005 Jason was completing 5th grade at a local elementary school and we were seeking a middle school that offered a balanced approach to academics, sports and religion. St. Matthew was a clear choice.

Jason’s three years at St. Matthew prepared him well, enabling him a choice of well-respected high schools in the Bay Area. His strong academics, community service, sports, and commitment to his faith were major contributors to his acceptance with academic honors to all four of the schools to which he applied. His 8th grade teachers acted as strong advocates for the students during application and interview process and helped him prepare a compelling portfolio for interviewers and ensured he was ready to answer tough questions!

Steven will be the only one of our children to go through the entire K-8th program at St. Matthew’s. With 4 years invested and 8 more to go, we are still confident with our choice. Raising children in today’s world is challenging and there is no doubt that the St. Matthew’s community is playing a significant role in preparing our children academically and spiritually to contribute positively to our world.

**Beverly & Michael Lock**  
*Parents of Jason (2009 graduate), Rachel (6th grade), Steven (kindergarten)*

## Mission Statement

We commit ourselves to creating a peaceful and caring, Christian learning environment in which we recognize, respect, and celebrate the dignity and differences of individuals.

Parent, parish, and school community work together to challenge students intellectually while nurturing them spiritually, physically, psychologically, and socially to prepare them to go forth into a diverse, technological world as active Christians with Catholic vision, persons with strong character, effective communicators, responsible citizens, and lifelong learners who live according to the teachings of Christ

Lord, make me an instrument of your peace,  
Where there is hatred, let me sow love;  
where there is injury, pardon;  
where there is doubt, faith;  
where there is despair, hope;  
where there is darkness, light;  
and where there is sadness, joy.  
O, Divine Master,  
grant that I may not so much seek  
to be consoled as to console;  
to be understood as to understand;  
to be loved as to love;  
for it is in giving that we receive,  
it is in pardoning, that we are pardoned,  
and it is in dying that we are born to eternal life.

--Saint Francis



910 S. EL CAMINO REAL • SAN MATEO, CA 94402 • 650.343.1373

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