

St. Luke's School Board
Tuesday, April 22 meeting minutes

In attendance: Marie Ott, Kayla Curran, Licia Pettit, Travis Funseth, Donna Townsend, Dennelle Hogan, Kayla Crann, Fr. Larry Hoffmann

Minutes taken by Kayla Crann

Called to order at 7:05 p.m.

- I. Updated all on conversations had at the party hosted by Townsend's. Thank you to Donna and Jim for hosting!
- II. Committee updates
 - A. Licia: update on school marketing - will e-mail out minutes after board meeting
 1. Survey results from marketing committee
 2. Website needs priority over any other communication
 3. Potential gatherings and ideas for future students and families
 - a) Principal meet and greet
 - b) small group meetings
 - c) kids club
 - d) parish picnic
 - e) Summerfest parade
 - f) Parish publicity committee
 4. Licia and Tom represented St. Luke's at OLIH fish fry (thank you)
 - a) Discussed how we could target more parishioners without awkward 'stuff'
 - B. Discussed the different committees needed for school board representation
 1. School marketing (Licia and Kayla Curran)
 2. Finance (Donna and Marie)
 3. Principal expectations (Fr. Larry and Kayla Crann)
 4. Building (Dennelle)
 - a) Subcommittee - both Kayla's
 5. Policies - tbd
 6. PTO - tbd
 - C. Principal Job Description
 1. Dr. Gubbel's updated the expectations that were previously drafted
 2. Board will approve the job description upon completion
 3. Principal is a part of the Board- needs to regularly attend meetings beginning in July with her contract
- III. Latino's in Catholic Schools
 - A. Marie will get survey and will send it out
 - B. UPDATE - no need for St. Luke's to participate in this matter
- IV. Policies
 - A. Board needs to approve School Board Constitution and By-Laws
 - B. School admittance policy drafting needs to begin
 1. Ask parish council about their potential draft of policy (Kayla Crann will e-mail Jim Roths)
 2. Timing of admittance policy could effect parish membership
 3. Board members needs to review policies already in place at other metro schools

V. Mascot, Color, Uniform

A. St. Luke's "Longhorns" - longhorn is a species of the ox and could be a mascot choice

B. 3 Catholic school uniform companies

1. Estimated \$40-\$55 per uniform
2. Solid color pant or skirt with polo
3. Purple is not a common color in plaid
4. Green is looking like the better option

C. Parish survey

1. Traditional plaid?
2. Green or purple?
3. Do you mind if we repeat a color, but in a different shade, used by another Catholic school in the area?
4. Mascot: Lion, Longhorn, Oxen, other?
5. Marie will work on the wording of the survey - doing in person at mass as well as online?

VI. School webpage

A. Mike Gatzge will post if we send him information already formatted for the web

B. Marie will pass along any information regarding website once obtained

VII. Next meeting is on Tuesday, May 27th at 7 p.m.

A. Dr. Gubbels will be joining us to help us move forward with our Constitution and By-Laws, as well as prioritize what our next steps should be

Things to do:

For May: read, review, edit Board Constitution and By-Laws

For June: School admittance policy - review policies in place and begin drafting