

School Council Meeting Minutes
Aug. 26, 2014

Call to Order

The regular meeting of the School Board was called to order at 7:02 p.m. on at St. Anne's by the Fields Episcopal Church by President Marie Ott.

Members present: Kayla Crann, Kayla Curran, Travis Funseth, Dennelle Hogan, Marie Ott, Licia Pettit
Members absent: Donna Townsend

Staff present: Fr. Larry Hoffmann, Dr. Gubbels

Approval of Agenda

There were no amendments. Motion by Dennelle approve the Aug. 26, 2014 agenda as submitted. Second by Fr. Larry Hoffmann. All approved motion.

Approval of Minutes from Prior Meeting

There were no amendments. Motion by Kayla Crann to approve the Aug. 10 meeting minutes as submitted. Second by Kayla Curran. All approved motion.

Open Forum

Continuing to look for a replacement principal. Discussion around an interim principal and present it as a consultant to help. Father will contact the potential candidate and set up an interview with the committee board. Will need to determine hourly/salary type of position depending on the duties. Dr. Gubbels asked about firmness of 25 in each classroom, as that will need to stick to a cap.

Discussion Items

Approval of School Board constitution and by-laws: Will be reviewed at the next meeting.

Admission Policy: Discussion around adding a non-discrimination disclosure, which we don't need for admissions - just for staff. The group made some minor changes, too. This will also be shared with OLIH via Father Orr. Kayla Crann motioned to approve the admission policy with amendments. Licia seconded the motion. All approved motion.

Vote on school colors and mascot: Donna said green is a good color as it relates to education, plaid and our logo. And the longhorns as it relates to the ox for St. Lukes. This will be announced at an upcoming mass and Licia will share with the marketing committee. Dennelle motioned to approve the green color and longhorns as the mascot. Kayla Curran seconded the motion. All approved motion.

Obtain/review census data from parishes: Travis asked to get data from St. Lukes and OLIH to see what enrollment numbers might be. Father said we have 11 4-year olds, 25 5 year-olds, 26 6-year olds, 27 7 year olds, 20 8 year-olds registered at St. Lukes.

Items for next meeting: mission statement/goals for board and school; approval of budget/tuition; constitution and by-laws; registration process; preliminary discussion with dress code/uniforms

Reports

Father: Sally is working on the teacher and student handbooks. She also finished registration forms, etc.

Building/Equipment Committee: Dennelle is meeting with the committee tomorrow. Father said they're trying to pour the floors, but they need the proper dryness. Subcontractors have required drawings.

Marketing: Licia said they haven't met in awhile. She'll announce a meeting and explain they'll be under the school board.

Finance: Gathered a few materials from Sally and Dr. Gubbels. Compiled probable expense budget for the first year. Now working on different scenarios for the income stream and hoping for 100% occupancy. Next meeting is Sept. 8 to finalize expenses and fees. Will announce Oct. 1.

Policy: Travis to update the constitution and by-laws to discuss at the next meeting. He and Dr. Gubbels will discuss how to write a policy.

Action items

Marie to send agenda for approval before next meeting. (Finished on Aug. 27)

Licia? to announce school colors and admissions policy at Sept. 7 mass.

Licia to set up marketing committee meeting.

Father to contact the potential candidate and set up an interview with the committee board as a consultant.

Travis to update the constitution and by-laws to discuss at the next meeting.

All to read revised constitution and by-laws **Travis** will send.

Next Meeting

Next regular meeting is scheduled for Sept. 23 at 7 p.m. at St. Anne's.

Adjournment

Meeting was adjourned at 8:37 p.m. with a motion by Denelle and a second by Kayla Crann. All approved motion.

Minutes submitted by: Amy Kort