

St. Luke the Evangelist School Board Meeting Minutes Sept. 23, 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, Dennelle Hogan, Marie Ott, Licia Pettit, Donna Townsend

Member absent: Travis Funseth

Staff present: Fr. Larry Hoffmann

Approval of Agenda

There were no amendments. Motion by Donna to approve the Aug. 26, 2014 agenda as submitted. Second by Licia. All approved motion.

Approval of Minutes from Prior Meeting

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

Discussion Items

Approval of School Board constitution and by-laws: The group made some minor grammatical changes and had some discussion around the absentee ballot and nominations. Licia motioned to approve constitution and by-laws with amendments. Dennelle seconded the motion. All approved motion.

Approval of Budget/Tuition: Donna presented two different scenarios and details around income and expenses. The rate for multiple kids in one family attending will remain the same at \$2,900 plus fees for first, second and third children in the same family for in-parish. Out-of-parish tuition will be \$5,800 plus fees. Kayla Crann motioned to approve the tuition and fees with amendments. Dennelle seconded the motion. All approved motion.

Mission Statement/Goals for School Board: Marie presented her mission statement and will email it to the rest of the board for review. The same mission and vision statements will be used for both the board and school. The vision will be discussed at the next board meeting.

Preliminary discussion around uniform vs. dress code: Tonya shared research on dress codes and uniforms on area Catholic schools, including exceptions for non-uniform days. Discussion around the primary color, especially green like forest, evergreen and hunter green. Dennelle motioned to approve the color as dark green. Licia seconded the motion. All approved motion. Donna motioned to approve using the wording "uniform code" in materials. Kayla Crann seconded the motion. All approved motion.

Items for next meeting: mission statement/goals; parent/student/faculty handbooks; registration process/forms

Reports

Tonya: Will start meeting families soon and is working on the welcome packet. She'll start working with the publicity committee as well. Father moved to use social media to help promote the school. Licia seconded the motion. All approved motion.

Building/Equipment Committee: Father said there are bids out for networking, paging and security systems. Tonya will start attending the meetings instead of Dennelle.

Marketing: Licia will meet with marketing on Thursday, and they haven't met since May/June. Tonya will start attending meetings, too. Licia will be the liaison with the group and they'll be a subcommittee of the board, so items such as purchasing shirts would run through the board for approval.

Finance: Donna shared about the SCRIP program, including SCRIP now, an online program that the finance council is looking into, as purchases are down. The parish finance council report will be coming out soon.

Action items

Marie to send her drafted mission statement for review before next meeting.

Marie to send agenda for approval before next meeting.

Kayla Crann will invite Tonya to Google Docs to see our shared documents.

Next Meeting

Next regular meeting is scheduled for Oct. 28 at 7 p.m. at St. Anne's.

Adjournment

Meeting was adjourned at 8:39 p.m. with a motion by Donna and a second by Kayla Crann. All approved motion.

Minutes submitted by: Amy Kort