

St. Luke the Evangelist School Board Meeting Minutes

Oct. 28, 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 Vice President Kayla Crann.

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

Member absent: Marie Ott

Staff present: Fr. Larry Hoffmann, Tonya Eaton

Approval of Agenda

Tonya added a new agenda item regarding an interest survey. Motion by Donna to approve the revised agenda. Second by Licia. All approved motion.

Approval of Minutes from Prior Meeting

There were no amendments. Motion by Travis to approve the Sept. 23 meeting minutes as submitted. Second by Kayla Curran. All approved motion.

Discussion Items

Mission Statement/Goals for School Board: The group made some minor changes and this will be reviewed again at the next meeting.

Interest Survey: Tonya created an interest survey for the board, parents and parishioners to find out what's important to them regarding the school. The survey is alphabetized and users will rank items 1-14, with one being the most important. The school's mission statement will reflect the interest of the parents. Tonya will take this around while visiting parents. The board took the survey and Tonya collected them.

Uniforms: Donna presented her research and the board discussed the various options. Tonya and Father shared the importance of uniforms, including uniting students as one Christian family and encouraging students to focus. Kayla Curran motioned to use Donald's as the supplier for the school's logoed green shirt. Licia seconded the motion. All approved motion. Donna motioned for students to purchase white polos, pants and accessories at any other vendor. Kayla Curran seconded the motion. All approved motion.

Registration process and forms: Tonya shared her timeline on the registration process and forms, which will be due at the end of January, as the public school's registration is due Feb. 5, 2015. Parents will be refunded their registration dues if their child(ren) don't get in. Tonya will present to St. Luke's soon and to OLIH in November.

Items for next meeting: mission statement/goals; finalize uniform policy

Reports

Tonya: Researching furnishings, playgrounds, lunchrooms, technology, books, transportation, etc. with area schools. She also created brochures and marketing materials for visiting families.

Building/Equipment Committee: Tonya will attend their meeting tomorrow night.

Marketing: Licia created a template for the team to complete if the board needs to review for approval, which will come to Tonya first. Tonya will start attending their meetings.

Policy: Dr. Gubbels had some minor changes/clarifications. The group discussed the absentee ballot, and parishioners and non-parishioners will vote for the board in mass. Only St. Luke's parents can serve on the school board, but any parent with a child in the school can vote.

Fr. Larry's Nashville visit: The Dominican sister will let us know by December if we'll have one at St. Luke's and at Dowling in 2015.

Action items

Tonya will check to see if the St. Anne's room is available on Monday, Nov. 24, for the school board meeting.

Tonya will email her drafted handbook to the board for initial review.

Marie to send agenda for approval before next meeting.

Everyone will review Tonya's uniform policy attachment and send any changes back to her via email.

Next Meeting

Next regular meeting is scheduled for **Nov. 24** at 7 p.m. at St. Anne's.

Adjournment

Meeting was adjourned at 8:56 p.m. with a motion by Donna and a second by Kayla Curran. All approved motion.

Minutes submitted by: Amy Kort