

St. Luke the Evangelist School Board Meeting Minutes July 28, 2015

Call to Order

The regular meeting of the School Board was called to order at 7:04 p.m. at St Luke the Evangelist Catholic Church by President Marie Ott.

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

Members absent: none

Staff present: Tonya Eaton, Fr. Larry Hoffmann

Visitors present: Eric Peters

Approval of Agenda

Eric Peters from the Family School Association was added to the agenda.

Approval of Minutes from Prior Meeting

Minutes approved.

Discussion Items

Family School Association: Eric Peters is a member of the Executive Board of our Home and School. The Home and School board has met, and pending approval of their members, would like to change the name of the organization to Family School Association. They had a successful BBQ for school families and are looking to have an event this fall. Mr. Peters gave a presentation on the Amazon Associates program. Through a tab on the school and/or church website; parishioners and school families can access Amazon.com and any purchases made would give a 4-10% rebate back to St. Luke's. St. Thomas in Ames receives approximately \$225 per month through this program. Motion to approve this program for the school website passed. Parish Council will need to review it for the church website.

Handbooks: All board members have reviewed the student and faculty handbooks. More corrections need to be made. Motion passed to approve handbooks pending few corrections.

Recruitment: Enrollment is now at 40 students. Expected to be 41 by the end of the week.

Marketing: Tonya expressed a need for more members on the Marketing Committee. Margery Pierce volunteered.

School Board Elections: Elections will be the weekend of September 12-13. Ads will go in the bulletin asking for candidates to submit bios. The board will have a table at the Ministry Fair the weekend of August 23rd to publicize board elections.

One on One Meeting Training: AMOS training on how to effectively identify talents in others will be held September 24th at the church. School board members (and others) are encouraged to attend.

Lunch Program: The original plan to contract with the Ankeny School District looks to be too costly per lunch for our students. Tonya explored an alternative option to contract with Faith Baptist Bible College for hot lunch service. Our St. Luke's nutritionist has suggested another option – she will prepare our student's meals on-site in our kitchen. This would be more cost effective, and potentially favorable to the other options. Tonya will research this further, consult with the state Department of Education, and let the board know her decision by the end of the week.

Developmental Kindergarten: The board was asked to consider developmental kindergarten as an addition to St. Luke's in the future. There are no DK options in Ankeny, and many parents like this alternative for children who are not ready for full-day kindergarten.

Catholic Extension Grant: Should St. Luke's be accepted, the school would receive professional assistance in seven areas for a period of three years. There is a one-time fee for this service.

Professional Development Meals: The Board agreed to bring breakfast for the staff the morning of August 19th. Bring cash to the next meeting, Kayla Curran will organize.

Spanish: Tonya has found a great candidate for our Spanish teacher and will offer the position this week. This teacher will work one half day per week and this will provide a Spanish special to each grade.

Emergency Procedure Books: These are being prepared for each classroom.

Donation: A donor has generously offered to give money to be used for tuition assistance for our St. Luke families. This assistance is not income-based and is available to any family currently enrolled, or considering enrollment. A donation of Usborne books has been given to our school, and the board expressed its appreciation.

Budget: A copy of the current budget was distributed to board members.

August meeting: The meeting date was moved from August 25th to August 18th.

Next Meeting

Next regular meeting is scheduled for August 18th at 7 p.m. at St. Luke's.

Adjournment

Meeting was adjourned at 9:05 p.m.

Minutes submitted by: Margery Pierce