

**St. Luke the Evangelist School Board
Meeting Minutes
October 27, 2015**

Call to Order

The regular meeting of the School Board was called to order at 7:05 p.m. at St Luke the Evangelist Catholic Church by President Licia Pettit.

Members present: Kayla Crann, Kayla Curran, Licia Pettit, Dennelle Hogan, Shawn Althaus and Travis Funseth.

Members absent: Amy Thompson

Staff present: Tonya Eaton

Visitors present: Katie Walsh

Approval of Agenda

Agenda approved.

Approval of Minutes from Prior Meeting

Minutes approved prior to meeting via email.

Discussion Items

Family School Association: Katie Walsh with the FSA was present. FSA plans to have a member present to give a report at each school board meeting.

Currently, the group's fundraising efforts are focused on raising money for a playground. There will be a spirit night (where a portion of a restaurant's proceeds will be donated to the FSA) at Panera on December 3rd. Panera will give 20% of St Luke's patron's sales if we get 50 people to attend and give the staff our flier.

We will have a concession table at Northview Middle School on November 7th as part of the Santa's North Pole Village craft sale. Any parishioners who'd like to help are encouraged to donate a baked good to be sold. The goodies will be collected in the church office on Friday the 6th.

FSA is also holding a fall fundraiser with Thirty-One Gifts. 20% of all sales will go to the playground fund. This will go through November 11th.

FSA has a sheet of "10 things for St Luke's" detailing easy ways to contribute to the school such as through our Amazon.com link and Box Tops. Perhaps we should have this list on the SCRIP table?

FSA is sponsoring an Open House for students and parents from Our Lady's Little Learners Preschool at our school on November 14th from 9-10 am. We hope to have teachers present as well as spiritwear for sale and uniforms for display.

The students will be Christmas Caroling at a local senior apartment complex on December 18th.

Spiritwear orders will hopefully be in next week.

Marketing and Recruitment: Update in Tonya's report.

School Update: We had a new student start last week. The kindergartners tomorrow will be doing a skit with a pumpkin learning about the Holy Spirit being a light inside all of us. All grades have been saying the Rosary together Wednesdays during October.

All grades will be studying the saints in November, in particular their classroom saints. They will be presenting the information at an assembly later in November. Curriculum implementation is going well. Iowa Assessment tests for 2nd and 3rd graders will be in early November.

Summit on Church Administration: Tracy Bonday, our diocesan school superintendent, has invited the board to this event. Amy will attend to represent our board.

Parish Council: Our board secretary will send our minutes to Steve Weineke. The Parish Council is interested in sponsoring an end of year meal in May for teachers, staff and RE teachers.

Website: Mike Gatzke wants to help us expand and finesse our website. The school board has a tab now – we need to determine what goes under it. Ideas proposed were: our agenda, the minutes, board member profiles, schedule of meetings, constitution and by-laws. Kayla Crann will help Mike with this.

Reports

Tonya: Her report was already submitted to board members.

The school has monthly Mission Days where students are encouraged to support a cause. This month, we are focused on feeding the hungry. This week students are contributing to The Cupboard, a food pantry in Ankeny. The 3rd graders will be visiting The Cupboard. During Catholic Schools Week, students will be visiting Vintage Hills Senior apartments.

Our school participated in the Iowa Healthy State Initiative. Coach J set up stations outside to help the students learn different forms of exercise.

Tonya distributed a sheet with board members terms of service and roles. She will email out a corrected version.

Tonya has completed and placed Emergency Procedure Manuals in each classroom.

Brief discussion on Developmental Kindergarten resulted in the consensus that the space limitations would ultimately prevent us from having a DK program.

Tonya will place an ad for a 4th grade teacher in February or March.

Committee Updates: Finance committee will start budget in the next couple of months.

Items for Future Meetings

School Board Goals, Board Mission/Vision Statements, Playground, Report from Amy on the Summit, and Travis will email out points from the final handbook drafts.

Next Meeting

Next regular meeting is scheduled November 24th at 7 p.m. at St. Luke's.

Adjournment

Meeting was adjourned at 7:50 p.m.

Minutes submitted by: Margery Pierce