

**St. Luke the Evangelist Catholic School**  
**Family School Association (FSA) General Meeting**

**Date & Location:** Monday, August 1, 2016, 6:30 – 7:35 pm  
**St. Luke's School - Room #120**

**Attendees:** Executive Council:  
Susan Grebasch, President [fsa-president@slte-school.org](mailto:fsa-president@slte-school.org)  
Justin Williams, Vice President [fsa-vicepresident@slte-school.org](mailto:fsa-vicepresident@slte-school.org)  
Eric Peters, Treasurer [fsa-treasurer@slte-school.org](mailto:fsa-treasurer@slte-school.org)  
Susan Grebasch/TBD, Secretary [fsa-secretary@slte-school.org](mailto:fsa-secretary@slte-school.org)

**Agenda:**

**1. Welcome/Introductions**

**2. Executive Committee Update/Opening** - Due to the resignation of Melissa Teggatz, Susan Grebasch was named as the new President. Nominations are being accepted for the Secretary position. Please let Susan or Tonya know if you are interested and a short description/paragraph on why. Elections for the Secretary position will be held at the next meeting.

**3. Principal Eaton Update**

- a. **Currently** 89 students registered for school. Expect to hit 90 by the time school starts. Breakdown currently:
  - a. Kindergarten – 37
  - b. First – 20
  - c. Second – 13
  - d. Third – 5
  - e. Fourth - 14
- b. **Teachers** –
  - a. 4<sup>th</sup> Grade - Mrs. Dvorak was hired. She was a long-term substitute while Mrs. Madison was on maternity leave last year.
  - b. 2<sup>nd</sup> Grade – Ms. Benson has left to take a job in DM schools. Jennifer Krutsinger has been hired. She comes from Grace Preschool in Des Moines.
  - c. Kindergarten – as reported, Theresa Seeman has been hired from Granger Assumption for the second class.
  - d. Music – still looking. Please let Tonya know if you know anyone interested in teaching music on Fridays.
  - e. Art – will be going to 45 minutes this year instead of 30.
- c. **New Kindergarten classes** –
  - a. Kindergarten Helpers – Joanna Kern and Julia Shenk have been hired as associates for each of the Kindergarten classes and will also assist with lunch and recess.
  - b. Classes will be split with equal parts girls and boys (as much as possible.) Classes will be changed when they enter first grade.
- d. **Library** –
  - a. Close to 4000 books – still accepting donations
  - b. Getting more older children books/chapter books
  - c. Need volunteers to help the librarian – contact the school if you have any time to help
- e. **Before and After School** –
  - a. Numbers look good.
  - b. Have hired Donny Richardson for before and after and Ms. Barbara to assist with after school.
  - c. Will also look at bringing in some high school students to help assist.
  - d. More information and sign up for this will be at Back-to-School night on August 22.
- f. **School Cleaning Day** - Saturday, Aug. 6 from 8 am – Noon. All adults are welcome to help clean, touch up paint. No experience or tools necessary. Prefer children not attend so that we don't have to worry about them getting into the cleaning materials/chemicals.
- g. **Lunch rotation** –

- a. Will have two sessions this year. Still working on makeup but looking at K/1 in first group while 2-4 go to recess and then switch
- h. **Materials being sent out to parents** – Tonya to be sending a letter out next week or two covering changes, updates, forms needed for Kindergartners and other materials.
- i. **General overview of the year** –
  - a. Tonya attended a STREAM (Science, Technology, Religion, Engineering, Arts and Math) seminar. Will be incorporating ideas and education into the classrooms this year.
  - b. Encourage anyone to go to the School Board Meetings (meet third Tuesday of the Month at 7 pm). Also encourage people to think about running for School Board openings – nominations due by Monday, August 8 to the office.

#### 4. **Summer Recap** – Susan

- a. **Playground dates** – will probably look next year to moving to only a couple (day and night) in a month. Two a week seemed to be too many and not greatly attended.
- b. **Popsicles in the Park** – good attendance.
- c. **Summerfest** – great exposure to the community but need to get more participation from families. Will try and get more committee members to help next year.
- d. **Picnic** – great attendance. Will probably move to the school for next year's location due to the large numbers growing each year.

#### 5. **Playground Status** – Eric

- a. Working with vendor to finalize installation plans. Hope to still break ground in the next month or two.
- b. Have purchased a large stencil of the United States that art teacher, Amanda Peffer, will paint on the playground area. Were hoping to do after the construction started but may have her go ahead so it is in place for the opening of school.

#### 6. **Updates/Upcoming Items** – Susan

- a. **Lids** – we will stop accepting donations since we have enough. They have all been moved to a parishners farm as we research and finalize the costs involved. Looking for someone that may be able to drive a trailer/large truck to Indiana for processing.
- b. **Lunch Helpers** – will need at least two helpers for each lunch day. Can come as soon as 9:30/10 am until about 12:30 pm to help the cook prep food, get tables ready, help serve, clean up. More information will be compiled and distributed. Any parent, grandparent, relative, friend can help. Please let Tonya or Susan know if interested.
- c. **Golf Tournament** – putting together a tournament to benefit FSA on September 22 in the morning. Need at least 10 volunteers to help out. Tournament information as well as volunteer sheet will be coming out soon. Will be held at Terrace Hills in Altoona.
- d. **Ministry Fair** – August 20/21 after masses. Need about four volunteers to man the table providing information about FSA. Materials will be provided. About half hour duty.
- e. **Homeroom Parents** – confirming with those previously on but will be looking for two in each Kindergarten and First Grade classes along with one in the remaining classes and specials (art, music, PE, etc.).
- f. **Gala** – set for Feb. 11, 2017. Will be formal with silent and live auction at the school gym. The committee is meeting next on Tuesday, August 7 at 7 pm at the school if anyone is interested in helping. Especially need help getting donations and auctions items lined up. Contact Jayna Beal, Marie Ott or Susan if interested in helping.
- g. **Spirit Wear** – we are working with a new vendor out of Polk City. All orders will be placed online. That website will be active later in August. Information on the link will be provided at Back-to-School night. Similar if not same items as last year with a few new. Children may wear spirit wear on the first Wednesday of each month.

7. **Parents Facebook Page** - Invites – we have a private parents only page. Please let us know if you aren't on so we can invite you.

#### 8. **Important Upcoming Dates**

- Aug. 9 - 10:00 am - Read with Principal Eaton - St. Luke's
- Aug. 22 - 6:30 pm - Back-to-School Night for Parents (Parents Only)

Aug. 23 - 4:00-6:00 pm - School Supply Drop Off  
Aug. 25 - 8:00 am - First Day of School  
Sep. 5 - Labor Day - No School  
Sep. 6 - 6:30 pm - FSA September Meeting (moved from Sept. 5 due to Labor Day)  
Sep. 21 - 11:15 am - Early Dismissal

**9. Contact info for officers**

Susan Grebasch	President	<a href="mailto:fsa-president@slte-school.org">fsa-president@slte-school.org</a>
Justin Williams	Vice President	<a href="mailto:fsa-vicepresident@slte-school.org">fsa-vicepresident@slte-school.org</a>
Eric Peters	Treasurer	<a href="mailto:fsa-treasurer@slte-school.org">fsa-treasurer@slte-school.org</a>
TBD	Secretary	<a href="mailto:fsa-secretary@slte-school.org">fsa-secretary@slte-school.org</a>

**Next Meeting** – General Session, Tuesday, September 6, 2016, 6:30 pm at St. Luke Catholic School, Room #120.