

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

**Date & Location:** Thursday, October 20, 2016, 6:00pm – 8:25pm  
St. Luke the Evangelist Catholic School, Ankeny, IA – Room #120

**Attendees:** Executive Council:  
Susan Grebasch, President [fsa-president@slte-school.org](mailto:fsa-president@slte-school.org)  
Chrissy Eberhart, 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)  
Erin Schmitz, Secretary [fsa-secretary@slte-school.org](mailto:fsa-secretary@slte-school.org)

**Agenda:**

**1. Golf Outing**

- Held Saturday, Oct. 15th; it was a good community event.
- 20 people signed up; approximately 16 attended
- Still need to settle up on the cash, but it's looking like we'll make about \$1,000.
- Next spring, we'll seek out a volunteer to start coordinating the next one.
- Have had offers from the parish side to help with the next one.

**2. Playground**

- Started installation of Phase 1 equipment on Saturday, Oct. 15<sup>th</sup>. Had a good turnout of volunteers to help.
- Phase 2: \$20,000; Phase 3: \$35,000
- We're hoping for a successful gala, raising at least \$20,000.

**3. Upcoming Events**

- **Trunk or Treat**
  - a. Friday, Oct. 28<sup>th</sup>, 6:00-7:00pm
  - b. Flyers were sent home with school children today, RE kids last night
  - c. Signup Genius link has been sent out, seeking participants
- **North Pole Village**
  - a. Saturday, Nov. 5<sup>th</sup>, 9:00am-4:00pm
  - b. We will be stationed at Prairie Ridge Middle School (the only food vendor on site)
  - c. Amanda has made amazing progress on the planning.
  - d. Donations of food items will be needed (list and signup is forthcoming), and volunteers will be needed the day of the event (signup is coming).
- **Conferences**
  - a. Nov. 1<sup>st</sup> & 3<sup>rd</sup>; meals and snacks for the teachers are planned.
- **Christmas Program**
  - a. Thursday, Dec. 15<sup>th</sup>
  - b. Program in the church, treats to follow in the gym
  - c. Will ask school families for donations of punch, cookies
- **Restaurant Nights**
  - a. Might have one before Christmas break
- **Family Night**
  - a. Might have one (game night/movie night) before Christmas break

#### **4. Box Tops**

- Mrs. Eaton would like to establish a Technology Fund within FSA this year, funded by Box Tops. There will be a significant need for up-to-date technology with our growing enrollment.

#### **5. Spirit Wear**

- Susan will check in with Margery; no recent update to report.

#### **6. Christmas Gifts for Teachers**

- Last year everyone did their own thing for teacher gifts; would like to do the same this year.

#### **7. School Board Meeting Attendance**

- Next meeting: Tuesday, Oct. 25<sup>th</sup>, 7:00pm in school conference room (Eric will attend)
- 4<sup>th</sup> Tuesday of the month

#### **8. FSA General Meeting Schedule**

- January meeting: Due to Christmas break, the meeting will move to the 2<sup>nd</sup> Monday (January 9<sup>th</sup>, 2017).
- Will plan for a June 2017 meeting, and will take July off.

#### **9. Volunteer Involvement**

- Need to find ways to get more parents involved/volunteering.
- May assign events by grade, with grade-level parent coordinators seeking parent volunteers within their child's grade to organize assigned events.
- Eric will work on this with events coming up for the remainder of the school year.

#### **10. Shutterfly for Storing Documents**

- Chrissy will look into this further for FSA document storage. All parents should already have their own accounts, hopefully making this an easy option to go with.

#### **11. Tracking Volunteer Hours**

- Going forward, would be helpful in determining how many volunteers are needed for all events/activities, and how many hours go into each event/activity.
- The Knights do this through their webpage; could ask Mike Gatzke for suggestions/help in setting this up for FSA. (Erin will get in touch with Mike)

#### **12. Recruiting students from Our Lady's Little Learners Preschool to St. Luke's Kindergarten**

- We'll continue to work on this relationship. We need all of those preschool families to feel welcome and excited to have their children continue their Catholic education at St. Luke.

**Next Meeting** – General Session on Monday, November 7<sup>th</sup>, 2016, 6:30pm, Room #120 at school.