

**St. LUKE THE EVANGELIST  
CATHOLIC SCHOOL BOARD MEETING  
Proposed Agenda  
April 16, 2019**

**Mission Statement**

The members of St. Luke the Evangelist's Catholic School, together with our parish, commit to serving the students by ensuring that the teachings and values of Jesus Christ are integrated in all aspects of school life. We will serve as partners in the formation of life-long learners and living witnesses of Christ by leading lives of faith and stewardship.

**1. Opening Activities (5 minutes)**

- a. Call to Order —Licia
  - i. At 6:40pm - Welcome all of the SL staff in attendance. Huge celebration to have all of them back for 2019-20, and thankful for all they do.
- b. [Prayer for our meeting](#)
- c. Roll Call –Licia - Father Adam, Tonya Eaton, David Niedergeses, Kelly Royal, Sam Knezvic, Anna Schaffer, Licia Pettit
- d. Call for Additional Agenda Items – All members -
  - i. Father Adam asked to add a comment about Father Ken with the capital campaign. No need to vote as it falls under that.
  - ii. Kelly would like to add an agenda item to discuss upper grades and school planning. Kelly made the motion. Anna seconded the motion. All were in favor, none opposed.
- e. Approval of Agenda – All member - Anna made the motion, David seconded it. All approved

**2. Open Forum (non-Board member presents information to the board)**

- a. Staff member - Morgan Krapl presented. The NCEA conference is next week.

**3. Reports (questions about reports that have been emailed prior to the meeting)**

- a. Extra Curricular Programming-Anna - nothing new to report
- b. Capital Campaign & Building -Father Adam - building is going through the initial design review. Story construction is finalizing the design. We will then present to the city and diocese. On budget and have a good cash flow. The school is planned to add 6 classrooms with a connected hallway. Sometime in the middle of the year. Completed in January of 2020. Looking like a quick project from start to finish. Doing some projections on capital contributions, we're still trying to balance to make sure we're near target. We are ahead of collections right now. Everything is looking good. We have not chosen a builder yet.

Just had a meeting with Tracy Bonday and Denise Mulcahy and Father Ken and what all can bring to the upper grades development, hiring of teachers, and keeping up with the process. Tonya is going to reach out to those who have applied. Overall curriculum, Anna and Licia will fill in.

A couple of notes with Father Ken. He's good with administration he has 8 years of experience and has been through challenges of school administration. He is starting to get into it. Father Adam is trying to get up to speed on all that is going on, and will do more as we get through Holy week. Kelly asked if there is opportunity for overlap - there is a parish transition program. Father Michael at OLIH used it in December and Father Adam has engaged Tom Greene so that the transition can be smooth for the parish. Father Ken did express interest in attending a school mass before his time starts. David & Kelly would like to have a meet and greet sooner than later with Father Ken and to share that with everyone when it's decided.

- c. Technology Captain-David Connected with Tony Foth? - David sent out his report and summarizes. Connected with Tony Foth - they do tech infrastructure. Handle all of St. Francis. Kyle and Tony have it all covered and David is the communicator. Tony is willing to help nad he has a staff member in our parish, Damien O'hare.

David is setting up a meeting with Kyle so he can learn more. Kyle would be more than appreciated to have more help.

Based on conversations that he's collected, starting point for conversation, things like how do you prioritize safety online down to human dignity as a piece of curriculum. Trying to cover all. David wants to present a few places to get input. Happy to share with anyone. With the boards support David would like to talk to FSA meeting. David asked that. Kelly asked if there was a standard for the schools and David said he would look into it. Licia shared David's attachment for the board to review. Information literacy standards that we'll see in the upper grades update will probably be used to set the standard for upper grades. David will present to the teachers and get their input.

- d. Grant Captains—David - David has been gathering information. We have had 2 come in that are active this month. One is with Prairie Meadows (2 parts to this one). Tip on Facebook community grants - but it won't work for us. We were denied one - we have received it 4 years in a row and Tonya assumes they are trying to disperse to others. David will add to it's list. We currently don't have any grant money in our budget yet.
- e. Report from Tonya - no questions on her report
- f. Finance Captains- Scott & Sam - Will discuss at budget time. Did get salaries from Tonya.
- g. Policy/Handbook Captains - Licia -. There is discussion and approval for handbooks coming up. Last year Tonya and Licia worked on handbook . The hope was to do it chunk by chunk, but other needs for the board's attention have come up. Might be a matter of bringing up the bigger items and having everyone do homework for the little items. Giving email approval in June and it would go to print in July. A lot of the bigger policies have been reviewed and approved already. Licia can pull out the items that need to be given more time.
- h. "2040" Captain--Scott - not here and not sure on the movement
- f. Family School Association Captain-Anna - didn't send out a report, need to get budget line items out to the FSA, working on May 13 Parent Ambassador meet and greet, working on a night where all of the Catholic Leagues where all the representatives come together. Bike Walk Run - everything going great. No other news.

#### 4. Discussion Items (7:30)

- a. Update on registrations for 2019-20 - updates have been given by Dana and Vicki. Tonya announced she had a tour today and she received the registration today. Total at 176 -
- b. Upper grade programming slideshow - The reason for the meeting was the 6th grade parents have been wanting to see a plan. Anna & Licia told them clearly that all is subject to change. We haven't brought in the task force that was identified, but today's meeting was all of the new players onboard. With the transition coming, we couldn't meet before it was announced. Now we can move forward with the diocesan experts supporting up. Anna presented the plan that was shared with the 6th grade parents that attended the meeting. It was noted again that changes can be made.
- c. Budget 2019-20 Fill in teacher salaries. Are there any outstanding contracts? Feb/Mar numbers? Total cost to educate a student what is final decision? Sam made a motion to go into executive session to discuss teacher comp. Sam made first motion, David made second motion, all passed. Went into exec session at 7:56 Voted to come out of session at 8:10pm. Updated registrations numbers down from the 208 to 196. The board discussed where to cut dollars to make the new numbers work. There has been no decision in collapsing down. Father asked that this be a tri-council discussion. School board changed the overall cost of educating a student to include 100% of the mortgage and lawn care and snow removal. The budget will be presented to finance council.
  - i. FSA Exec Council wants budget line items by April 17 -
  - ii. Father moved to remove D-G on the agenda. Didn't pass.
- d. Are we hiring a Before/After School Care Director? It's in the budget but has not been posted until the budget has been approved.

- e. Who will conduct new teacher interviews? - Dr. Bonday & Denise Mulcahy are going to talk to Tony and work out a plan to get it done. The board will be notified if they will be sitting in on any interviews. There will be teachers and one of the priests.
  - f. Any candidates for open School Board seats? - We need to get more candidates. The board is tasked to keep recruiting and send to Father & Tonya. Anna will work with Vicki to keep working on communication. Please run through June 2nd.
  - g. Proposed floor plan for classrooms - Hard to say with the construction and number of sections. If there is a breach in the wall, that would impact the classroom for about a month. Tonya will type up and send it.
5. **Introduction of New Items**
- a. **Electronics subheading in handbook should include all communication devices (ex Apple/Android watches) -** Licia will work on as the policy captain and will send via email and take action at the next meeting.
6. **Upcoming topics:**
- a. **Think about if you would like to join one of Dr. Deegan's committees for the implementation of the Diocese Strategic Plan - School members were asked to pray about this and see if they are interested.**
  - b. **Review criteria for reading resource services**
    - i. **FAST interventions**
7. **Is there anything we would like to share in the bulletin?**
8. **Closing Prayer - Glory Be**
9. **Adjournment—Licia**
- a. **David made the motion to adjourn, Sam second, adjourned at 9:22pm.**
10. **Next Meeting: May 28, 2019**