

**ST. LUKE THE EVANGELIST
CATHOLIC SCHOOL BOARD MEETING
Meeting Minutes
November 17, 2020 6:30pm**

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 — Joe Schmidlein at 6:31 pm
- b. [Prayer](#)
- c. Roll Call – Joe Schmidlein
 1. Voting Members Present - Katie Garrett, Sam Knezevic, Nate Newman, David Niedergeses, Steve Pins, Meghan Rupiper, Joe Schmidlein.
 2. Non-voting Members Attending – Principal Misty Hade, Father Ken Halbur, Secretary Susan Grebasch
- d. Call for Additional Agenda Items – All members - none
- e. Approval of Agenda – All members
 1. Steve Pins motioned for approval, Nate Newman second. Agenda approved by all members present.

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

- a. **Leadership Team** (composed of Principal Hade and teachers) – Campus-to-Cloud handbook created in case we go to distance learning.
 1. Handbook will be shared with parents in the event we go to distance learning.
 2. Updated Expectations section – school day from 9 am – 3 pm with direct instruction on Monday, Tuesday, Thursday, and Friday – asynchronous on Wednesday with activities for the students to complete.
 3. Teachers will be required to be at school even if doing distance learning.
 4. Distance learning – if must close due to absenteeism, the school considers students and staff absences. Also considering that the number of students in quarantine so that is not taxing the teachers excessively.
 5. Principal Hade will work on communication to send out to families to answer some questions that parents may have in anticipation of a move – such as how Ankeny schools closing affects our programs; what is the threshold to close, what is being done to keep open.
 6. Principal Hade will start to research what options there are for families that may have multiple students online as well as parents working online, and how that may affect families internet strength. Are there any options for upgrading service?

3. Reports (questions about reports that have been emailed prior to the meeting - 25 minutes)

- a. Administrative Report – Principal Misty Hade
 1. Two new students started today (November 17). Still getting calls about enrolling.
 2. Postponing Kindergarten Information night from November to a date to be named in January.
 3. Virtual conferences went well considering last minute switch.
 4. Progress reports coming out in next couple of weeks with end of the trimester.

5. All nine students currently online this trimester have decided to continue online in second trimester.
- b. Extra-Curricular Programming - Steve Pins
 1. Working on a schedule to start in mid-late January if we are able to continue programs.
- c. Capital Campaign & Building - Father Ken Halbur
 1. Construction has started. Should be digging foundations in next couple weeks.
 2. Campaign committee – starting to make phone calls to finish fund raising from pledges.
 3. Sidewalk on north side – trying to get bids finished up and hopefully done at the same time as the building pouring.
- d. Technology Captain – David Neidergeses – no report
- e. Grant Captains – David Neidergeses/Joe Schmidtlein – no report
- f. Finance Captain - Sam Knezevic – see Discussion Items
- g. Policy/Handbook Captain – Katherine Garrett – no report
- h. SIAC Captain – Nate Newman/Meghan Rupiper – no report
- i. Family School Association Captain – Joe Schmidtlein – see Discussion Items

4. Discussion Items (7:00)

- a. 2021-2022 Tuition
 1. Taking conservative approach to enrollment for next year – projecting 255 students at this point.
 2. Balancing parent’s needs, teacher’s salaries and impact to parish.
 3. With current projected budget, this will help to provide a large reduction in parish subsidy compared to past years.
 4. Motion to increase tuition \$175 per student. Motion by Dave Neidergeses, Katherine Garrett second. Motion approved by all present.
- b. Faculty and Staff Salaries
 1. Motion to increase teacher salaries by 3%. Motion by Dave Neidergeses, second by Steve Pins. Motion approved by all present.
- c. Green Gala Update
 1. Moving date from February. Looking at mid-April or possibly later.
 2. Still trying to decide if do actual in-person gala with virtual backup or just go full virtual.

5. Introduction of New Items

- a. None.

6. Fr. Ken’s Comments

- a. Diocese now requiring masks for all events in the building.
- b. New video equipment for masses has improved the quality.
- c. Now able to have all grades come to Wednesday mass by utilizing the gym for space. This is working well.
- d. First reconciliation starting up – breaking into four sessions rather than all at once.
- e. Religious education classes are planning to be in the building.

7. Closing Prayer

8. Adjournment—Joe Schmidtlein

- a. Motion to adjourn at 7:57 pm. Nate Newman motioned, Steve Pins second. All present approved.

9. Next Meeting: December 22, 2020 at 6:30 pm.

Bulletin Blurb – Main topics of the School Board meeting on November 17, 2020 focused on distance learning and finances for the 2021-2022 school year. Principal Hade discussed the Campus-to-Cloud Handbook the school leadership team has developed in case the school needs to go to distance learning. If that would happen, the handbook would be distributed to parents outlining expectations for students and teachers. Principal Hade monitors absences of students and staff, as well as the workload stress, to determine if distance learning is necessary. Other discussion reviewed next year’s tuition and teacher’s salaries. Looking at all the numbers, the board voted to increase teacher’s salaries by 3% and raise tuition \$175 per student for the next year. The budget numbers also go a long way in reducing the parish subsidy for the coming year. Finally, it was determined to postponed Kindergarten information night and the Green Gala at this time with new dates to be determined.

Reports

Principal’s Report

October Board of Education Report

St. Luke the Evangelist Catholic School~ Misty Hade Mission and

Core Values:

We Pray~We Learn~We Serve

Vision:

St. Luke the Evangelist Catholic School is an inviting, positive community where ALL are respected, encouraged and challenged. As a family, we lead with a servant heart. We strive to build faith, academic, and emotional growth for each individual as a valued child of God.

- **Enrollment Numbers: 2020-2021 (as of 10/22/2020)**
 - **Kindergarten: 35**
 - **First Grade: 37- 1 online**
 - **Second Grade: 44- 2 online**
 - **Third Grade: 39- 1 online**
 - **Fourth Grade: 33**
 - **Fifth Grade: 20- 1 online**
 - **Sixth Grade: 20- 2 online**
 - **Seventh Grade: 10- 2 online**
 - **Eighth Grade: 5 Total Students: 243**
- **What is keeping us busy this month?**
 - **Pray:**
 - **Faith Journey session- Prayer and Saints**
 - **Student-led Masses**
 - **Morning and afternoon prayer**
 - **Prayer before and after lunch**
 - **Door Decorating for All Saints Day**
 - **Celebration of the Feast Day of St. Luke.**
 - **Learn:**
 - **Looking at progress monitoring data for students**
 - **Parent/Teacher Conferences**
 - **Professional Learning Day**
 1. **Teachers participated in 2 of these sessions:**
 - **Rigor and Relevance in an Online Environment (K-12)**
 - **Taking Steps in Project-Based Learning While Going the Distance (K-12)**

- Evolving Learner: Setting the Stage for Successful Online Teaching and Learning (K-12)
- Interventionist Panel and Discussion
- Teacher Panel: Using GOLD and FAST Data to inform daily classroom instruction
- Discussion and Reports: Using MAP data in Science and Social Studies
- Being in classrooms
 - Walkthroughs providing feedback
 - Observations
 - Being a part of PLC meetings

IEP meetings

Serve:



Mission Day for Operation Christmas Child

Success

- Spirit Wear!
- What have you seen or witnessed to further our vision/mission? **Classes working together to make the saint door. Lots of Longhorn parties. Classes going to the garden to pray the Rosary. Mission Awareness day- Operation Christmas Child. 3-5th grade genre bingo!! Students are starting to get blackouts on their bingo board.**

Information

Kindergarten Registration Night- Scheduled for November 30, 2020.

Return to Learn Plan- what does this mean with case counts on the rise?

Prospective students- We are still getting phone calls and emails about possibly enrolling students for this current school year.