

ST. LUKE THE EVANGELIST CATHOLIC SCHOOL
EXECUTIVE LEADERSHIP COUNCIL MEETING
Meeting Minutes
September 26, 2023
7:15 pm - Immediately Following Committee Meetings

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 — Father Ken Halbur at 7:21 pm
- b. Opening Prayer
- c. Roll Call – Steve Pins
 - i. Voting Members Present – Steve Pins (President), Chrissy Eberhart (Vice President), Dillon Murray (Treasurer), Susan Grebasch (Secretary), Committee Chairs: Emily Haack, Madeline Kerr, Meghan Rupiper. Members Katie Lensch, Melissa Stewart.
 - ii. Non-voting Members Attending – Principal Misty Hade, Father Ken Halbur, Assistant Principal Sara Hazel.
- d. Call for Additional Agenda Items – All members
 - i. Book Fair – Emily Haack
- e. Approval of Agenda – All members
 - i. Motion to amend agenda by Madeline Kerr, Chrissy Eberhart second, all present approved.

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

- a. Business Manager Introduction and Updates – Jeremy Swim

3. Administrative Report – Principal Misty Hade

- a. Conferences start in October.
- b. Faith Family program (originally started pre-Covid) will be starting up again.

4. Update From Fr. Ken

- a. Work on the north drive finishing
- b. Look to start Phase 3 fundraising in about 1-1 ½ years.

5. Discussion Items

- a. Updates from Committee Chairs
 - i. Academics/Extracurricular/SIAC – Meghan Rupiper
 1. Extra-curricular programs starting up.
 2. Mock Trial will have teams for 6th and a 7/8 team. November will be regional competition.
 3. Website redesign – met with representative from a company. May now be looking at current platform and adjusting and redesigning. Working to have it redone by second semester.
 - ii. Fundraising/Community – Madeline Kerr
 1. Green Par-Tee moving forward.
 2. Green Gala starting to plan.
 3. Trunk-or-Treat happening on October 29.

4. Raise Right (formerly Scrip) – looking to get more information out, possibly an informational video.
- iii. Faith & Service – Emily Haack
 1. Kids Club going well.
 2. Wall of Saints going up showcasing those students who have completed the month's activities.
 3. Once a month children's collection at weekend mass will be dedicated to that month's saint program.
 4. Working on future ideas such as a patron saint to follow each grade level as they enter Kindergarten, a parish/school prayer, development of the 8th grade trip to the Grotto or other religious place.
- b. Bylaws Discussion
 - i. New Bylaws Needed with New Structure of Leadership Council
 1. With restructure, the bylaws need to be adjusted. Steve Pins sent out a regional version that can be implemented. All Council members to review and approve/question at October meeting.
- c. Tri Council Meeting Notes – Fr. Ken
 - i. Tri-Council met. Topics covered communication between the three groups, joining forces for fundraising.

6. Introduction of New Items

- a. Change to next month's committee meetings. Instead of SIAC, will have Fundraising to discuss upcoming budget for next year.
- b. Upcoming registration – while we don't know the exact tuition yet for next year, can guarantee that it will not be more than a 10% increase (so no more than \$4840).
- c. Book Fair Vendor
 - i. Currently use Scholastic which does not align with our faith values.
 - ii. Currently have to have volunteers and the librarian screen and pull books that don't fit our faith before the fairs start.
 - iii. Looking at other companies to use. Diocese is also researching companies.
 - iv. Possibly have the librarian set up a wish list that people could purchase from?
- d. Chesterton Academy
 - i. Looking to start next year for 9-12th grades.
 - ii. Bishop approved but not diocesan. Have to be operating before called a catholic school.
 - iii. They are not currently accredited with the state of Iowa; no Education Savings Account recipients.
 - iv. Focusing on academics using critical thinking, arts. No sports, band or tech if possible.

7. Fr. Ken's Comments

- a. None.

8. Adjournment - All member vote

- a. Motion to adjourn **at 8:23 pm** by Dillon Murray, Emily Haack second, all present approved.

9. Closing Prayer

10. **Next Meeting:** Tuesday, October 24, 2023, 7:15 pm (Immediately following committee meeting – Fundraising only)

Bulletin Blurb –September’s Leadership Council met to cover recent activities as school begins in full. Extra-curricular programs are starting, along with activities such as Green Gala planning and the Trunk-or-Treat on October 29. The Green Par-Tee had approximately 32 donors and raised over \$14,000. Faith programs are going well with lots of families participating. The group is also looking at a new book fair vendor since the current provider does not align with our catholic faith values. The council also agreed with upcoming registration in progress, that the tuition for the next school year will not increase by more than 10% (so no more than \$4840). More information on this and next year’s school budget will be discussed at the Fundraising meeting prior to the next Leadership Council meeting which starts at 7:15 pm, Tuesday, October 24, 2023.

September Leadership Council Report 2023

St. Luke the Evangelist Catholic School~ Misty Hade and Sara Hazel

Collective Commitments:

We Pray~We Learn~We Serve

Mission:

St. Luke the Evangelist Catholic School is a collaborative community where ALL are respected, encouraged, and challenged.

Vision:

We are committed to building faith, academic, and emotional growth for each individual.

- Enrollment Numbers: 2023-2024 moving target at this time- approximately 345
- What is keeping us busy?
 - Pray:
 - Encountering Christ in everything we do
 - Rosaries in the hallway
 - Saint wall outside of Ms. Pollpeter’s room
 - Prayer- Tasks God has appointed to you
 - Student-led Mass
 - Learn:
 - Administrator Meeting
 - Administrator Retreat
 - Being in classrooms
 - ISASP data
 - FAST Assessments
 - Data Day
 - Attending IEP meetings
 - Meeting with Dr. Ryan and Brenda Wheeler on budget
 - Teachers attending STEM training at the Science Center
 - 6th grade and new student/parent meeting
 - Back to School night
 - Band beginning
 - Reading book to classrooms
 - Fire and Tornado drills complete
 - Denise visiting classrooms
 - Meeting with AEA staff about students
 - Meeting with Prairie Trail staff about students
 - Serve:
 - Taking on duties
 - Meeting for Meals from the Heartland
 - Helping new teachers with Mass practice
 - Working with staff and students on technology

- Success

- Lucas Phillips and Emily Pollpeter using restorative circles
- Differentiation with note taking for middle school students
- Early finisher games in MS social studies to enhance academic language
- Middle school prayer journals
- Kindergarten successfully transitioning!
- Students go out of their way to help each other
- Parent feedback about welcoming school
- Students feel positive about coming to school
- The homeschooled students are transitioning well
- Students taking mass music seriously
- PBIS classroom parties
- New carline
- New lunch and recess times for 5th-8th grade students
- Still doing tours