

**ST. LUKE THE EVANGELIST CATHOLIC SCHOOL  
EXECUTIVE LEADERSHIP COUNCIL MEETING**

**Meeting Minutes**

**January 23, 2024**

**7:15 pm**

**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 — Steve Pins at 7:15 pm
- b. Opening Prayer – Father Ken Halbur
- 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. Member Katie Lensch. Absent – Meghan Rupiper, 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. Addition of Naming of Green Gala.
- e. Approval of Agenda – All members
  - i. Motion to amend agenda by Madeline Kerr, Emily Haack second, all present approved.

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

- a. None.

**3. Administrative Report – Principal Misty Hade**

- a. 2024-2025 registration currently at 367, budgeted for 370
- b. Preparing for Catholic Schools Week, January 29 – February 2.
- c. Area Education Agencies (AEA) changes proposed by the State of Iowa – still reviewing and what impact that has to the school.

**4. Update From Fr. Ken**

- a. Still working on getting renderings done for Phase 3 to unveil to the school and parish in February.

**5. Discussion Items**

- a. Updates from Committee Chairs
  - i. Academics/Extracurricular/SIAC – Meghan Rupiper (presented by Steve Pins)
    1. Extra-curricular winter programs starting up. Middle school chess was cancelled due to lack of enrollment.
    2. Working on starting Knowledge bowl for middle school students. Will be scheduling an informational meeting in the future.
    3. Speech and Debate – still working out final details and adult supervision coverage.
    4. Teacher survey is going out in the near future.
  - ii. Fundraising/Community – Madeline Kerr
    1. Upcoming events include Lent Art Night (February 23) and Easter Egg Hunt (April 6).
    2. Green Gala – planning coming along nicely.
  - iii. Faith & Service – Emily Haack
    1. The company providing this year's Be A Saint's Kids Club program materials is not going to be offering this again next year so looking at different options (create our own, use another program, etc.). Any parent feedback is welcome on what they/students like/don't like about the current program as new options are determined. Contact Emily Haack.

2. Book fair vendor – still reviewing options for the future book fairs. Currently working to review books being sent for the upcoming fair and determining another company that may be in our better interests.
- b. Regionalization News/Notes
  - i. Fr. Ken and/or Principal Hade update on Regional news or changes (if any)
    1. As information was previously sent to parents, the regionalization for St. Luke's (and other schools) has been put on temporary hold until more answers and programs can be figured out. Father Ken has an upcoming meeting where more answers will be determined.
  - ii. Region meeting as it relates to our proposed changes for next year
  - iii. When budgets will be finalized for 2024/2025 and tuition
    1. Not finalized, but hope that upcoming meetings will provide guidance. Expect that our proposed budget will remain this upcoming year as it stands.
- c. Website Update – Dillon Murray
  - i. Committee is currently working to update the parish and school websites. Trying to streamline processes and information. Feedback is welcome to Dillon Murray.

#### **6. Introduction of New Items**

- a. Naming of Green Gala – concerned about confusion of Green-Par-Tee and Green Gala due to similar names. Considering the possibility of changing or adding in Annual to the name? Still getting feedback and nothing to be decided at this time, just starting to get feedback.

#### **7. Fr. Ken's Comments**

- a. None.

#### **8. Adjournment - All member vote**

- a. Motion to adjourn at 8:40 pm by Madeline Kerr, Katie Lensch second, all present approved.

#### **9. Closing Prayer**

#### **10. Next Meeting:** Tuesday, February 27, 2024, 7:15 pm (Immediately following Fundraising/Community committee meeting)

**Bulletin Blurb** – The Leadership Council started their first 2024 meeting on January 23. Registration remains strong for the 2024-2025 school year. Winter extra-curricular activities are starting up along with upcoming events (Lent Art Night on February 23 and Easter Egg Hunt on April 6). The Faith Committee is revamping the Saints program next year (due to current provider's discontinuation) and welcoming any feedback as they look to make changes. Please contact Emily Haack with thoughts. Regionalization plans are currently on hold as the diocese looks for more information and details before moving forward. More details on tuition and budget for St. Luke's will follow in future months. Work continues on the parish and school websites to provide more streamlined functions and navigation. All are welcome to join the next Leadership Council meeting, starting at 7:15 pm, Tuesday, February 27, 2024, as well as the Fundraising/Community committee meeting beforehand at 6:30 pm.

## **January Leadership Council Report 2024**

### **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
- Current registration for 2024-2025~362 students have enrolled for the next school year (as of 1/17/2024).
  
- What is keeping us busy?
  - Pray:
    - Encountering Christ in everything we do
    - Living Like the Saints
    - Student saints on the wall in the entryway
    - Virtues Growing in Mary's Garden~ petals placed on the wall
    - Faith Journey Retreat with Denise Mulcahy
    - Faith Family- We Pray~ prayer intention wall
    - Preparing for Catholic Schools Week
  - Learn:
    - Administrator Meeting
    - Regional Administrator Meeting
    - Classroom observations
    - Weekly data meetings with grade-level teams focusing on progressing monitoring data.
      - Completing FAST Winter Assessments
    - Attending IEP meetings
    - Professional Learning time for teachers
      - Shifting the Balance~ K-5
      - UDLnow! MS & Specials
      - STEM training~ variety of staff
    - Talking to teachers about safety scenarios
    - Meeting with AEA staff about students
    - Meeting with parents about students
  - Serve:
    - Mission Day~ Sister Parish in Ghana
    - Taking on duties
    - Teaching ELA and Religion
    - Helping teachers and students
    - Working with staff and students on technology
  
- Success
  - 5th graders service project- Angel Trees
  - K-2 Christmas concert
  - 1st-grade mass songs are awesome!
  - 4th grade -RAK- Random acts of kindness
  - 7th-grade camp s'more writing- encouraging other students and being good teammates
  - Buddies have been saying hi to Kindergarteners
  - During drop-off, the older kids are helping their younger siblings
  - Monthly virtues are connected in classrooms
  - Middle schoolers saying thank you at the end of class
  - Close gap-students are taking it seriously