

**ST. LUKE THE EVANGELIST  
CATHOLIC SCHOOL BOARD MEETING  
Meeting Minutes  
June 22, 2021 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**

- a. Call to Order at 6:33 pm — Sam Knezevic
- b. [Prayer](#)
- c. Roll Call – Sam Knezevic
  - i. Voting Members Present - Katherine Garrett, Sam Knezevic, Nate Newman, David Niedergeses, Steve Pins, Meghan Rupiper.
  - ii. Non-voting Members Attending – Principal Misty Hade, Father Ken Halbur, Secretary Susan Grebasch
- d. Call for Additional Agenda Items – All members
  - i. Overview of 2021-2022 budget.
  - ii. New president/members.
- e. Approval of Agenda – All members
  - i. Steve Pins motioned for approval, Dave Niedergeses second. Agenda approved by all members present.

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

- a. None.

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

- a. Administrative Report – Principal Misty Hade
  - i. Enrollment for next year to date is 281.
  - ii. Working on determining what is needed for next year – desks, furniture, books, etc.
  - iii. Preliminary ISASP tests for grades 3-8 showing great response and proficiency for first time taking this test. In August, parents will receive a parent portal to view their student's responses.
- b. Extra-Curricular Programming - Steve Pins
  - i. Still finalizing a couple activities for next year.
  - ii. Will have finalized along with information at August's school drop off day.
- c. Capital Campaign & Building - Father Ken Halbur
  - i. On schedule with building. About 80% done. Just need to finish wiring, ceiling, carpet and cabinets.
  - ii. Plan to do a brick garden. Will offer brick purchases within the next month. Purchase online or after masses with personalization.
  - iii. Will have lockers for middle school students. Looking at suppliers to determine availability and quantity needed.
  - iv. Future look – may still need to extend use of portables in future years. Also talk of looking at Phase Three (more meeting rooms and possible cafeteria) in another three years or so.
- d. Technology Captain – David Neidergeses

- i. Will be expanding internet access due to building expansion and greater use of Chromebooks and iPads.
- e. Grant Captains – David Neidergeses
  - i. Still waiting to hear on Prairie Meadows grant but may not know until August now. This is potentially a large grant to help with the building needs.
- f. Finance Captain - Sam Knezevic
  - i. See Discussion Items.
- g. Policy/Handbook Captain – Katherine Garrett
  - i. Diocese is updating policies and once those are approved in August, we will need to update ours to match.
- h. SIAC Captain – Nate Newman/Meghan Rupiper
  - i. No report.
- i. Family School Association Captain – Principal Misty Hade
  - i. Good turnout for last meeting.
  - ii. June Popsicles in the Park well attended. Possibly looking at a different park in July so older kids have more to do.
  - iii. Scoreboard being ordered for gym.
  - iv. Luau – several people enjoyed and liked having something during the summer as well as the Green Gala in winter. Was nice to be outside and great interaction with parents and parishioners.

#### 4. Discussion Items

- a. Executive Session
  - i. Motion to go into session – Steve Pins motioned, David Niedergeses second at 7:35 pm. All present approved.
  - ii. Motion to exit Executive Session – Steve Pins motioned, David Niedergeses second at 8:22 pm. All present approved.

#### 5. Introduction of New Items

- a. Finance Overview
  - i. Original budget for 2021-2022 was based on having 260 enrolled. Now with looking at over 280, we have more monies to use toward additional resources.
  - ii. Worked with Finance Committee to move expenses that were being covered by the parish to the school budget as they should be.
  - iii. For additional resources, look at moving nurse and counselor to full-time positions. Also classroom furniture as we grow.
  - iv. Other thoughts – do we look at obvious things we need now or start to look at what we need for future needs? Possibly School Administrator Management (SAM) person (not an Assistant Principal) that can help take off some of the day-to-day responsibilities that Principal Hade does that are not educational in nature (ex. reports, ordering materials, etc.). Board members to think about and discuss at future meetings.
- b. President/board members
  - i. Joe Schmidlein has resigned. His work commitments made it unable for him to continue full dedication to the school board.
  - ii. Also have vacancies on the board coming up (including Joe’s position). If there is anyone that is interested in joining the board, please contact Father or Principal Hade. Interested members would attend the August meeting and then start in September. An opening announcement will go in the next bulletin and school newsletter.
  - iii. As for a new president, members will discern and discuss/determine at the August meeting.

#### 6. Fr. Ken’s Comments

a. None.

**7. Closing Prayer**

**8. Adjournment—Sam Knezvic**

- a. Motion to adjourn at 8:23 pm. Steve Pins motioned, Nate Newman second. All present approved.

**9. Next Meeting:** Tuesday, August 24, 2021, 6:30 pm

Bulletin Blurb – Most of June 22, 2021 School Board meeting focused on the 2021-2022 school year. With now over 281 students enrolled, budget, building and time is being spent looking at what is needed for students, materials and finalizing to enter the new school year. Exit interviews were also conducted with teachers departing St. Luke’s after this school year. Very valuable information was collected and is being used in future planning. Anyone interested in serving on the School Board should let their interest be known to either Father Halbur or Principal Hade. Interested members would attend the August meeting and start on the board in September. The board won’t meet in July, so the next meeting will be Tuesday, August 24, 2021 at 6:30 pm.

**Principal’s Report**

**June 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: 2021-2022 (as of 6/16/2021)
  - Kindergarten: 39
  - First Grade: 35
  - Second Grade: 36
  - Third Grade: 47
  - Fourth Grade: 37
  - Fifth Grade: 35
  - Sixth Grade: 18
  - Seventh Grade: 22
  - Eighth Grade: 19 Total
  - Students: 279
- What is keeping us busy this month?
  - Pray:
    - Last Mass of the School Year
    - Families able to attend the last school Mass
    - 8th-grade graduation and reception
  - Learn:
    - Building Intercultural Competencies Among Ministers Workshop
    - Meeting with parents about student academic needs
    - Regionalization Meetings- Faith formation, Governance, Finance
    - Tri-council meeting
    - Looking at data for our school improvement plan
      - FAST K-5
      - MAP 6-8

- ISASP (preliminary) 3-8
    - ACRE Faith 5 & 8
  - Family-School Association Meeting
  - New Administrator Standards workshop
  - Restorative Justice Conference
  - Summer UNI class- Leading Teaching, Learning, and Assessment
- Serve:
  - Met with Mrs. Spike, Principal at St. Augustin, to share information regarding looking at data with staff
- Success
  - EANS federal money- reimbursement for COVID supplies and for current purchases. Attending webinars to submit for funds.
  - Building Project
  - First graduating class
  - Popsicles in the Park with families and staff
  - Luau at St. Luke's