

**ST. LUKE THE EVANGELIST
CATHOLIC SCHOOL BOARD MEETING
Meeting Minutes
January 25, 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 6:32 pm— Sam Knezevic
- b. [Prayer](#)
- c. Roll Call – Sam Knezevic
 - i. Voting Members Present – Chrissy Eberhart, Katherine Garrett, Emily Haack, Madeline Kerr, Sam Knezevic (President), Nate Newman, David Niedergeses, Steve Pins (Vice President), 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. None.
- e. Approval of Agenda – All members
 - i. Motion to approve agenda by Steve Pins, Emily Haack second. All present approved.

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

- a. Ms. Emily Pollpeter (middle school teacher) discussed Social Media Club and Yearbook Club formed for grades 6-8. Programs are taking place during school instruction time so that all that want to, may participate.
 - i. Social media club working in pairs. Using interview skills and photography. Started doing Teacher Tuesdays – interview a teacher each week.
 - ii. Yearbook – each student is in charge of a page. More will come out closer to end of the school year.
- b. Mrs. Kaleena Nowak (First grade teacher) discussed how she is one of three teachers from the school have been involved in Functional Behavior Assessment training. Between them, they are covering all areas of classes from lower grades to middle school.

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

- a. Administrative Report – Principal Misty Hade
 - i. Currently have 245 registered for 2022-2023 school year. That is ahead of where we were last year at this time. Budgeted for 300.
 - ii. At this point, we are looking at two classes for incoming 6th grade.
 - iii. Catholic Tuition Organization (CTO) opens next week. Encourage all to apply.
- b. Extra-Curricular Programming - Steve Pins
 - i. Scoreboard installed – just needing to get electrician in to connect it.
- c. Capital Campaign & Building - Father Ken Halbur
 - i. Donations still coming in.
 - ii. Finance Committee decided to separate Diocesan campaign from Phase 3. Thought it was too much to try and obtain at one sitting. Phase 3 will be deferred for several years.
- d. Technology Captain – David Neidergeses
 - i. None.
- e. Grant Captain – Madison Kerr

- i. None.
- f. Finance Captain - Sam Knezevic
 - i. None.
- g. Policy/Handbook Captain – Katherine Garrett
 - i. See Discussion Items.
- h. SIAC Captain – Nate Newman/Meghan Rupiper
 - i. See Discussion Items.
- i. Family School Association Captain – Katherine Garrett
 - i. None.

4. Discussion Items (7:00)

- a. 2022-2023 School Calendar
 - i. Presented for review.
 - ii. Biggest adjustment are conferences. Changing to Monday and Tuesday afternoon/evening and Thursday morning only. Students have all day Thursday and Friday off. Same amount of conference time as this year, just structured different.
 - iii. Motion to recommend approval of calendar as modified with addition of First Communion and 8th grade graduation dates – motion by Steve Pins, second by Katherine Garrett, all present approved.
- b. Surveys Review/SIAC
 - i. No changes for Parent Survey from last year. Allows comparison of past results.
 - 1. Will add box to indicate lower grades/middle school/both.
 - ii. Teacher Climate Survey – came about from staff exit interviews.
 - 1. Wanted to wait until current/new staff have a chance to provide meaningful input and have teaching background at St. Luke's.
 - 2. Will send out shortly to start getting feedback. Will look at future timing when staff is more established.
 - 3. Results go back to the School Board members, not Father or Principal.
- c. Policy Update/Board Constitution
 - i. Hasn't been updated since 2014.
 - ii. Katherine to update and provide to School Board at next meeting for approval.

5. Introduction of New Items

- a. None.

6. Fr. Ken's Comments

- a. School year going well so far. Teachers seem to be working well together.
- b. Custodian position open – approximately 20 hours per week and times are flexible – any time after 3:15 pm during the week.

7. Adjournment—All member vote

- a. Motion to adjourn at 8:17 pm. Steve Pins motioned, Emily Haack second. All present approved.

8. Closing Prayer

9. Next Meeting: February 22, 2022, 6:30 pm

Bulletin Blurb – The School Board met in January to cover current activities happening in the school. Middle schoolers are participating in the Social Media Club and Yearbook Club. Registration for 2022-2023 is ongoing, with registrants running ahead of last year at this time. Catholic Tuition Organization (CTO) is now open and everyone is encouraged to apply. The 2022-2023 school year calendar was reviewed and approval was recommended. Annual satisfaction surveys of both parents

and teachers were discussed and will be going out. Look for a link to the parent survey in an upcoming Thursday newsletter. The next meeting is Tuesday, February 22, 2022 at 6:30 pm.

Board of Education Report

January Board of Education Report

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: 2021-2022 (as of 10/29/2021)
 - Kindergarten: 35
 - First Grade: 38
 - Second Grade: 35
 - Third Grade: 45- we had a family move out of state
 - Fourth Grade: 38
 - Fifth Grade: 35
 - Sixth Grade: 19
 - Seventh Grade: 20
 - Eighth Grade: 10
 - Total Students: 275
- What is keeping us busy?
 - Pray:
 - Advent Prayer Services
 - Mass led by 1st and MS students
 - Students in 3rd-8th participated in Reconciliation
 - 2nd-grade students celebrated their First Reconciliation
 - Planning Catholic Schools Week.
 - Learn:
 - PLC
 - Working on developing a common formative assessment
 - Leadership Team Meeting
 - Calendar 2022-2023
 - PBIS Tier 2
 - Reviewing data of students
 - Able to graduate some students from the program
 - Student Support Team Meeting
 - This group meets every Thursday morning to talk about students and data.
 - Meeting with AEA on students who need more support
 - Data day on January 25- looking at winter benchmark data
 - FAST and MAP winter assessments
 - 3 teachers and the administrator attended a workshop on behavior supports for students
 - Observations and teacher meetings
 - Serve:
 - Mission Awareness day for Catholic Worker House

- Success
 - Conferences- 95% of parents participated
 - PBIS 1st trimester reward
 - Registration is going on.
 - 239 students registered
 - 31 kindergarten students
 - 29 6th grade students
 - Roller skating in PE
 - Students volunteering to perform at Advent prayer service-sharing our talents!
 - 4th graders volunteering to help the school after hours
 - Middle school reading stories to K-1, 5th created games to share with 1st grade

Extra-Curricular Report

Real Food 4 Kids Cooking Club

This is for St. Luke's students in Grades K-3rd. Club is every Monday after school from 3:30pm- 4:30pm beginning January 10th. We had limit of 12 students in this session and we had all 12 spots full within 40 minutes of the Thursday email going out. This has been a big hit, for many reasons, and we look to continue this into next year.

Boys Basketball

This is the first year that we have three boys' teams to play in the Catholic Basketball League. We have ten 5th graders, eight 6th graders, five 7th graders, and five 8th graders making up those three teams.

Coaches for this year are:

7th/8th grade team – Jordan Nelson and Ben Ledyard 5th/6th grade team – Steve Pins and Dustin Waters 5th grade team – Tom Pettit and Jim Michels

St. Luke's will host games on Saturdays from 01/29/22 – 03/05/22 except for 02/12/22. FSA is trying to get concessions up and running for those weekends, please contact Melissa Stone Stewart if you are willing to help.

Coding for Beginners

This is led by Ms. Pollpeter on Wednesdays after school. We have 13 students signed up for this club: two 2nd graders, six 3rd graders, three 4th graders, and two 5th graders.

More information below.

1. Coding for Beginners (2nd-8th grade)
 - a. Students with little to no experience are encouraged to join us to help build a love for coding! Participants will engage in a variety of coding challenges from creating computer games, animation, and working with robots that help build a strong foundation for coding.
 - b. \$70 per student
 - c. Wednesdays from 3:30-4:30pm
 - i. January 26, January 31 (ON MONDAY due to early dismissal on Wednesday for Catholic Schools Week), February 9, February 16, February 23, March 2, March 9

Chess Club

We need a volunteer(s) to run this club. There has been an email chain between schools that are trying to get a Chess tournament together again this year in March or April.