

**ST. LUKE THE EVANGELIST  
CATHOLIC SCHOOL BOARD MEETING  
Meeting Minutes  
June 28, 2022 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 — Sam Knezevic at 6:32 pm
- b. Opening Prayer
- c. Roll Call — Sam Knezevic
  - i. Voting Members Present — Sam Knezevic (President), Chrissy Eberhart, Katherine Garrett, Emily Haack, Madeline Kerr, David Niedergeses, Steve Pins (Vice President), Meghan Rupiper. Nate Newman absent.
  - ii. Non-voting Members Attending — Principal Misty Hade, Father Ken Halbur, Secretary Susan Grebasch
- d. Call for Additional Agenda Items — All members
  - i. Healthy lunch alternatives and snack time/parent feedback.
  - ii. Volunteer opportunities at weekend mass.
- e. Approval of Agenda — All members
  - i. Motion to approve amended agenda by Dave Niedergeses, Steve Pins second. All present approved.

**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 - 25 minutes)**

- a. Administrative Report — Principal Misty Hade
  - i. Tours continues with 297 current now registered for next school year.
  - ii. Switching over from PowerSchool to JMC — a new system that is more encompassing and user friendly.
- b. Extra-Curricular Programming - Steve Pins
  - i. None at this time. Still working on extra-curricular plan for next school year.
- c. *Capital Campaign & Building (no update)*
- d. Technology Captain — David Neidergeses
  - i. None.
- e. Grant Captain — Madeline Kerr
  - i. None.
- f. Finance Captain - Sam Knezevic
  - i. See Discussion regarding out-of-parish subsidy.
- g. Policy/Handbook Captain — Katherine Garrett
  - i. None.
- h. SIAC Captain — Nate Newman/Meghan Rupiper
  - i. Regarding teacher exit interviews — one in person, one written, two wanted to participate but ran out of time (may get feedback later) and two did not respond. Since only two received, and their information was different from each other, no report out on common themes at this time. May change if more feedback is received.
- i. Family School Association Captain — Katherine Garrett

- i. None.

#### 4. Discussion Items (7:00)

- a. Update on internet security
  - i. Questioning what filters and security are in place for the students while on iPads/Chromebooks.
  - ii. Currently have filters and firewalls that reduce what students are seeing and surfing through.
  - iii. Adding new program, Securly, that adds another layer of security. Has a much more expanded program that allows teachers to control access, lock screens, trace internet search history and provides a mental health component for key words that may be researched.
- b. Non-traditional Catholic family admission process
  - i. Wondered what was being provided to the school if a same-sex or non-gender application came through.
  - ii. The Diocese is finalizing language and will provide that to the schools soon. There is no policy at this time other than (based on the bishop's direction) schools will only recognize male/female based on birth sex.
- c. Out-of-parish subsidy update
  - i. We received a notice from the parish bookkeeper that this source of income for the parish was going to fall short of our expectations by as much as \$35,000 for the next school year. However, upon further review and after further discussions with other parishes, this shortfall should actually be less than \$5,000. Overall, this should not be too disruptive to our budget for next year.
- d. Overview of new board structure (per diocesan plan)
  - i. As part of the Diocesan regionalization plan, four pilot schools are developing a Leadership Council moving forward. St. Luke's is piloting this concept along with St. Pius, Christ the King and Holy Trinity. We are combining our School Board and Family School Association (FSA) councils moving forward. Feedback gained over the year will be relayed back to the Diocese to help formulate a final structure.
  - ii. The Leadership Council consists of eight members, pastor and principal. The eight members are the Executive Committee (Council Chair, Vice Chair, Treasurer, and Secretary) along with the Fundraising Chair, Faith Chair, Academic/Extra Curricular/SIAC Chair and Community/Hospitality/Social Chair.
  - iii. Each Executive Chair works with a Committee Chair to help develop and oversee their program throughout the school year. Committee Chairs guide the committee and functions as needed.
  - iv. The Leadership Council plans to meet in July to begin building out structure, function and outline topics to cover in the next year. They will also attend an orientation session in August with the other pilot schools and Regionalization leaders.
- e. Finalize '22-23 board leadership roles
  - i. Chair – Steve Pins
  - ii. Vice Chair (to succeed Chair) – Chrissy Eberhart
  - iii. Treasurer – Sam Knezevic
  - iv. Secretary – Susan Grebasch
  - v. Fundraising – Maddi Kerr (pairing with Treasurer)
  - vi. Faith – Emily Haack (pairing with Vice Chair)
  - vii. Academic/Extra Curricular/SIAC – Meghan Rupiper (pairing with Chair)
  - viii. Community/Hospitality/Social – Melissa Stewart (pairing with Secretary)

#### 5. Introduction of New Items

- a. Healthy lunch alternatives and snack time/parent feedback.
  - i. Parents wondering if there is an option to add healthier food options, salad bar to lunches and maybe see if morning snack (similar to that done during testing weeks) could be implemented full time in the classroom.
  - ii. Principal Hade is working to offer additional entrée/ala carte options to grades 3-8 after everyone has gone through the lunch line. She is also reviewing the option of offer (some student choice) vs. serve (students have to take everything) in the lunches. This might help reduce food waste as well.
  - iii. Biggest issue with additional options is storage space and volunteers. Would need more space than is currently available. Father Halbur and Principal Hade are looking at all alternatives at this point.
  - iv. More information will follow before school starts on this as well the lunch program in general from Principal Hade.
- b. Volunteer opportunities at weekend mass.
  - i. Several members of the school and parish are working on a schedule to have each class take a turn at serving donuts after Sunday masses. This may also expand into doing readings and hospitality giving the students to develop and interact with the parish. Open to adding in other groups (ex. religious education and community groups). This also alleviates some of the strain on the same people week after week.

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

- a. None.

## **7. Adjournment—All member vote**

- a. Motion to adjourn at 8:47 pm. Chrissy Eberhart motioned, Emily Haack second. All present approved.

## **8. Closing Prayer**

## **9. Next Meetings:**

- a. August 23, 2022, 6:30 pm

**Bulletin Blurb** – June's school board meeting covered many topics from a classroom internet security program, out-of-parish subsidies, lunch program options and volunteer mass opportunities. Much discussion centered on the new Diocesan Regionalization Plan. St. Luke's is one of four schools to pilot a Leadership Council combining members and functions of the school board and the Family School Association (FSA). The Leadership Council consists of a Chair (Steve Pins), Vice Chair (Chrissy Eberhart), Treasurer (Steve Knezevic), Secretary (Susan Grebasch) and chairs of each of the four committees (Academics/Extra Curricular/SIAC (School Improvement Advisory Committee – Meghan Rupiper), Fundraising (Maddi Kerr), Faith (Emily Haack) and Community/Hospitality/Social (Melissa Stewart) along with the pastor and principal. The Leadership Council plans a July working session to begin developing plans and objectives going forward in August. The next general session meeting is August 23 with time to be determined. Our thanks as well to the outgoing members for their service over the past years: School Board members Nate Newman, Dave Niedergeses and Katherine Garrett along with FSA secretary Courtney Huber.

## **Principal's Report**

### **June 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.

- What is keeping us busy?
  - Pray:
    - 8th-grade graduation Mass
    - Looking over staff, student, and family faith data from the diocese to help guide our goals for 22-23
    - Looking at our ACRE data and using the information to guide goals
    - Adopting a new religion curriculum for K-8
      - Spirit of Truth
        - Rooted in scripture and the Catechism
        - Focused on head AND heart knowledge
        - Theology of the Body woven throughout each grade level
  - Learn:
    - Beginning the process of moving from PowerSchool to JMC
    - Administrator meeting
    - Leadership Camp~ evaluation of teachers
    - Beginning the process of implementing Securly to monitor Chromebooks and iPads
    - Meeting with other administrators regarding the region
    - Parent meetings
    - Attended a Catholic Coalition for Special Education Synodal Consultation on inclusive Catholic education for students with developmental and/or intellectual disabilities
    - Attended a workshop at Creighton focusing on new governance models
    - Working with other administrators on the Diocesan student support plan
  - Serve:
    - Tours
    - Ordering materials and textbooks for the upcoming school year
    - Having lunch with each grade band
- Success
  - Camps happening at the school
  - Building community with new staff
  - Enrollment is currently at 295

### **Grant Report**

- Roy J. Carver Grant
  - Up to 25% of a 25,000 project
  - Submitted initial letter of request, next steps would be a formal proposal and possible site visit.
  - Deadline of August 15th, Board makes final decisions in October
- Shade Structure Grant Program
  - Up to \$8,000, covers the cost of the shaded structure materials and installation.
  - Recommendation letter from a dermatologist
  - A sun safety/skin cancer awareness program must be in place for at least one year prior to application
  - Awards are made in March