

ST. LUKE THE EVANGELIST CATHOLIC SCHOOL
EXECUTIVE LEADERSHIP COUNCIL
Meeting Minutes
November 15, 2022
6:30 pm - Opening Prayer in Church/Break to Committee Meetings
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

- 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), Sam Knezevic (Treasurer), Susan Grebasch (Secretary), Committee Chairs: Emily Haack, Madeline Kerr, 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. None.
- e. Approval of Agenda – All members
 - i. Motion to approve 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. Meals From The Heartland – great success, 25,000 meals prepared with the help of students and volunteers.
- b. Student-led mass will be the weekend of Nov. 20 followed by open house.

4. Update From Fr. Ken

- a. Ignite campaign begins and welcome everyone's participation.
- b. McClure Engineering has been retained to evaluate putting in a north driveway in the spring if we get all the dollars needed. This will connect with the new northern subdivision/13th street and provide another entrance into the parish parking lot.
- c. The Parish is researching a tax refund grant related to taxes paid for employee retention during COVID.
- d. Christmas Eve will now have a midnight mass. Other masses that evening are scheduled for 4 pm, 6 pm and then midnight.
- e. A life-size, hand-made statue of St. Luke has been ordered from Italy and expected to arrive in the spring. Money from Oxtoberfest paid for this and it will go in the Narthex.

5. Discussion Items

- a. Updates from Committee Chairs
 - i. Academics/Extracurricular/SIAC – Meghan Rupiper
 1. Working and updating the Academic Scorecard
 - ii. Community/Hospitality/Social – Melissa Stewart
 1. Upcoming events – AR Workshop night, Christmas movie night, reviving and promoting Scrip.
 2. Restaurant nights – discussed highlighting more the money raised and future of the program. Are there places that aren't providing enough revenue and should be eliminated and what it worth keeping?
 3. Looking at future programs – Candy Cane Grams/Valentine's Day – more information needed to determine.

- iii. Faith & Service – Emily Haack
 - 1. Team masses will be held for the boys and girls basketball teams starting this year. They will also begin with prayer before and after each game.
 - 2. Positive response from families and parish regarding the saint of the month bulletin board in the Narthex.
- iv. Fundraising – Madeline Kerr
 - 1. Green Gala save-the-date going out soon.
 - 2. Grants have been submitted for more safety program coverage.
 - 3. Mrs. Hazel looking for a business (preferably STEM related) to help partner and fund teacher training at the Science Center of Iowa.
- b. Teacher/Staff Fall Survey
 - i. Sent last year in January to teachers but decided to send earlier this year to get teacher feedback before contracts go out.
 - ii. Twenty-three surveys sent, 16 received back.
 - iii. Reviewed budget and salary questions and feedback for this meeting. More topics will be covered in future meeting.
- c. 2023-2024 Budget
 - i. Leadership Council approved recommendation to Father Ken of a total 11% increase to teachers and staff with additional bump ups for teachers with additional BA/MA education.
 - ii. Leadership Council approved recommendation to Father Ken of 2023-2024 tuition at \$4400 for the first student, \$4000 for the second, \$3650 for the third with any additional after that attending free.

6. Introduction of New Items

- a. None.

7. Fr. Ken's Comments

- a. None.

8. Adjournment - All member vote

- a. Motion to adjourn at 9:23 pm by Madeline Kerr, Emily Haack second. All present approved

9. Closing Prayer

10. Next Meeting: Tuesday, January 24, 2023, 7:15 pm (Immediately following committee meetings)

- a. No meeting in December due to Christmas holiday.

Bulletin Blurb – the last Leadership Council for 2022 gathered together on November 15, 2022. The school and parish had great success with Meals from the Heartland, packaging 25,000 meals with students and volunteers. Committees are working on upcoming event nights, looking at future programs and welcoming faith and prayer at our girls and boys basketball games. Final discussion covered the 2023-2024 budget and tuition. The Leadership Council recommended to Father Ken a total of 11% teacher/staff salary increase with additional for those teachers that have higher education. They also recommended tuition for next year to be set at \$4400 for the first student, \$4000 for the second, \$3650 for the third and any additional after that attending free. The Council wishes everyone a joyous holiday season as they take a break and will resume meetings on Tuesday, January 24, 2023; committee meetings at 6:30 pm and Leadership Council at 7:15 pm.

November Leadership Council Report 2022

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: 2022-2023 (as of 10/20/2022)
 - Kindergarten: 43
 - First Grade: 36
 - Second Grade: 38
 - Third Grade: 38
 - Fourth Grade: 45
 - Fifth Grade: 33
 - Sixth Grade: 36
 - Seventh Grade: 18
 - Eighth Grade: 17
 - Total Students: 304
- What is keeping us busy?
 - Pray:
 - Prayer reflection with staff
 - November saint of the month~ St. Cecilia
 - Student-led Masses
 - Learn:
 - Administrator Meeting
 - Continuous data meetings
 - Parent/Teacher conferences
 - Subbing in classrooms
 - Professional development
 - Beliefs and how we are doing as a staff
 - Progress Report training
 - DCHS visits 5th grade
 - Serve:
 - Meals from the Heartland
 - Offering support where needed
 - Helping teachers with behavior management
 - Recess and Lunch Duty
- Success
 - Saints Door Decorating-door tours
 - Strong bonds between grades because of buddies
 - 7th grade science-extracting DNA from strawberries
 - Incredible attendance at conferences, lots of support from parents
 - Students excited about being in school!
 - Students and teachers are good about being flexible
 - 8th grade service-baby blankets and taking ownership of giving
 - Living Rosary went well!