

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

**Meeting Minutes
November 28, 2023
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 7:19 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, Meghan Rupiper. Members Katie Lensch, 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 amend agenda by Madeline Kerr, Dillon Murray 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 337, budgeted for 370
- b. Anticipate April 16, 2024 as the opening date to apply for Education Savings Account (ESA) tuition assistance. More information to come when it is available.

4. Update From Fr. Ken

- a. Invision Architecture is drafting a master plan for Phase 3. It will be unveiled at the Green Gala on February 10, 2024.
- b. Approximately \$4-4.5 million is needed to be raised.

5. Discussion Items

- a. Updates from Committee Chairs
 - i. Academics/Extracurricular/SIAC – Meghan Rupiper
 1. Blue Ribbon School credentials – St. Luke's hopes to apply next year if it can reach all the proficiencies needed.
 2. Extra-curriculars:
 - a. A coach is still needed to offer speech and debate. It runs January – May. If interested, contact the office.
 - b. Winter sign ups coming out.
 - c. Mock Trial finished – went very well.
 - d. Looking at possibly offering Knowledge Bowl and Math Count.
 - e. Teacher survey still in development.
 3. Website redesign:
 - a. Group worked out flow chart of what is needed on the site.
 - b. Will work with current site to update – less wording, more visual.
 - c. Meeting in mid-December to see mock ups.
 - ii. Fundraising/Community – Madeline Kerr

1. Green Gala – reaching out to sponsors, entertainment secured.
2. Grants – applied to Casey’s but won’t know until March.
3. Community:
 - a. Mary’s Helping Hands contributions – they were very appreciative for all the donations from the parish.
 - b. December 17 – Art/Advent Night in conjunction with the Knights of Columbus.
- iii. Faith & Service – Emily Haack
 1. Looking for any feedback from the families and Parish about the Be a Saints Kids Club.
 2. Working on a video for the Green Gala to help with fundraising for the Be a Saints Kids Club program.
 3. No decision or information heard back yet from the Diocese/Bishop on Scholastic as a book fair vendor.
- b. Regionalization News/Notes
 - i. Fr. Ken and/or Principal Hade update on Regional news or changes (if any)
 - ii. Pastors are meeting and reviewing/working through the programs moving forward.
 - iii. Subcommittee of pastors has formed to focus on what is the definition of an active parishioner so that there is consistency across the region.
- c. Apparel Spirit Supplier
 - i. Reviewing current vendor, Soft & Spun, and moving away from using them since their activities are not aligning with our Catholic values. Looking at another option. Hope to have more information on this in the future.
- d. Thoughts on Switching the Faith and SIAC Committee Meetings Only Months
 - i. Faith moved to meeting on January 23 from 6:30 – 7:15 pm
 - ii. SIAC meeting in March ahead of the Leadership Council.

6. Introduction of New Items

- a. None.

7. Fr. Ken’s Comments

- a. Working on submitting a safety grant for the parish.

8. Adjournment - All member vote

- a. Motion to adjourn at 8:05 pm by Madeline Kerr, Katie Lensch second, all present approved.

9. Closing Prayer

10. Next Meeting: Tuesday, January 23, 2024, 7:15 pm (Immediately following the Faith Committee meeting starting at 6:30 pm)

****NO MEETING IN DECEMBER****

Bulletin Blurb – The Leadership Council met for the last meeting of 2023 on November 28. Registration is strong for the 2024-2025 school year with already 337 students registered. Anticipating future growth, Invision Architecture is drafting a master plan for Phase 3 to be unveiled at the Green Gala, February 10, 2024. Gala planning is moving forward securing sponsorships and entertainment. Several winter activities and programs are being offered with assistance still needed to coach speech and debate. The school’s website is also being updated with drafts being reviewed in December. The Faith Committee is looking for any feedback regarding the Be A Saints Kids Club. Please provide that to the office or Emily Haack. Mary’s Helping Hands expressed their appreciation for all the donations gathered in October. Spirit wear vendors are also being reviewed with hopes to have new options in 2024. All are welcome to join the next Leadership Council meeting, starting at 7:15 pm, Tuesday, January 23, 2024, as well as, the Faith committee meeting beforehand at 6:30 pm.

November Leadership Council Report 2023

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~ 337 students have enrolled for the next school year (as of 11/26/2023)
 - 12 currently enrolled students still need to complete registration after multiple communication.
- What is keeping us busy?
 - Pray:
 - Encountering Christ in everything we do
 - Living Like the Saints
 - Student saints on the wall in the entryway
 - Litany for All Saints Day for Educators
 - 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 Advent
 - Learn:
 - Administrator Meeting
 - Regional Administrator Meeting
 - Classroom observations
 - Weekly data meetings with grade-level teams focusing on progressing monitoring data.
 - 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:
 - Meals from the Heartland
 - Mission Day~ Operation Christmas Child
 - Taking on duties
 - Teaching for teachers
 - Helping teachers and students
 - Working with staff and students on technology
- Success

- 8th grade science fair!
- Student teacher notices our culture and community
- Living Rosary went well
- Saint Door Decorating Contest
- Mary's Baby Shower went well-lots of donations!
- 4th/5th led Mass on Sunday, 11/5
- Sister parish/school letters and keychains from 7th-grade students
- December Mission Day will be for Ghana!!!
- 15 kids have graduated from Tier 2 and 15 from Tier 3 for intervention!
- The Communion of Saints wall has a variety of ages
- Families that originally were registering for kindergarten are also bringing older siblings
- Mock Trial~ 2 teams competed in the regional competition
- Hearing and Kidsight Screenings
- BizTown for 5th grade
- PBIS 1st trimester movie