

St. Luke the Evangelist School Board Meeting Minutes

March 24, 2015

Call to Order

The regular meeting of the School Board was called to order at 7:03 p.m. at the St. Anne's by President Marie Ott.

Members present: Kayla Crann, Kayla Curran, Travis Funseth, Dennelle Hogan, Marie Ott, Licia Petit

Members absent: Donna Townsend

Staff present: Tonya Eaton, Dr. Gubbels, Fr. Larry Hoffmann

Visitor present: Margery Pierce

Approval of Agenda

Travis added two items to the agenda: a roundtable on the board calls to recruit new students, and a long-term storage document discussion. Travis motioned to approve the agenda. Kayla Curran seconded the motion. All approved motion.

Approval of Minutes from Prior Meeting

Changes were made via email. Kayla Crann motioned to approve the February meeting minutes as edited. Licia seconded the motion. All approved motion.

Discussion Items

Marketing and recruitment: Board members reported back on phone calls they made to prospective students and their families. Tonya will continue to recruit new students.

Vote on School Improvement Committee (SIAC): Tonya shared the updated SIAC member list of those she's talked to about being on the committee: Licia Petit, school board member; teacher, when hired; Mike Walsch, parent; Salvador Aguirre, parent; Jake Mulcahy, student; Paul Knutson, OLIH parishioner; Tonya Eaton, principal. Tonya will let the Department of Education know the committee has been formed. Dennelle motioned to approve the SIAC list. Kayla Crann seconded the motion. All approved motion.

Interview timing and process: Tonya will start interviewing and hiring teachers after finance committee meeting on Friday, March 27. Board members are encouraged to attend.

Mission/vision statement: Tonya will scan the survey documents and send it to the board for review. Marie, Travis and Kayla Crann will begin drafting these statements and bring them to the board meeting next month. Kayla Crann motioned to move this agenda item to next month. Licia seconded the motion. All approved motion.

Reports

Tonya: Tonya emailed her report to the board before the meeting. She has been attending committee meetings and recruiting students.

Building/Equipment Committee: Tonya brought in samples of the materials used in the new building, including the doors, paint and trim. Kayla Crann will bring it to the OLIH fish fry on Friday.

Marketing: Board members have attended OLIH fish fries to help promote the school, and information will be available at the St. Luke's egg hunt this weekend. Tonya will continue to market and recruit.

Items for Future Meetings: board mission vision/statement; document storage. Travis motioned to move these items to the next meeting. Kayla Crann seconded the motion. All approved motion.

Action items

Marie, Kayla Crann and Travis will draft the vision and mission statements and bring them to the next board meeting.

Tonya will continue promotions to help increase enrollment.

Marie will send agenda for approval before next meeting.

All members who haven't finished calling their prospective family list will complete calls and report back.

Next Meeting

Next regular meeting is scheduled for April 28 at 7 p.m. at St. Anne's.

Adjournment

Meeting was adjourned at 8:30 p.m. with a motion by Kayla Crann and a second by Travis. All approved motion.

Minutes submitted by: Amy Kort