

St. Luke the Evangelist School Board Meeting Minutes

January 24, 2017

Call to Order

The regular meeting of the School Board was called to order at 7:04 p.m. at St. Luke the Evangelist Catholic Church.

Member present: Dennelle Hogan, Kayla Crann, Kelly Royal, Katherine Rafferty

Members absent: Licia Pettit, Amy Thompson, Shawn Althaus

Staff present: Tonya Eaton, Father Larry Hoffmann

Visitors present: Denise Mulcahy, Linda Dvorak

Approval of Agenda

Tonya requested to add a few agenda items during her administrative report.

Kayla moved to approve the agenda; Katherine seconded the motion; Agenda unanimously approved.

Approval of Minutes from Prior Meeting

Minutes approved prior to meeting.

Visitor Presentations

Denise Mulcahy

Denise Mulcahy came to discuss administrator evaluations. Each member of the School Board was asked to complete an evaluation for Tonya. The evaluation includes questions related to six standards compiled from school leaders. Each question requires a rating for Tonya and a comment section for additional disclosure. Board members were asked to mail back their evaluations by Friday, February 3rd.

Linda Dvorak

Linda Dvorak presented on the STREAM program. The program is currently utilized by the 3rd and 4th grade classes (combined on Friday afternoons) and focuses on questioning, problem solving, collaboration, and hands-on activities while addressing real life issues. Many of the STREAM projects last for multiple weeks and build on knowledge gained from the week before.

St. Luke's has been recommended to participate in an Iowa State grant project that will use STREAM. We are the only private school being pulled into the grant. Iowa State will be onsite to direct and oversee the program, but our teachers will still provide instruction to the students.

Tonya report

Open house went well – both new and existing families came to visit and learn more about the school.

Enrollment numbers were reported.

Registration is currently underway, with open registration to the public starting on January 26th.

There are many fun activities planned for the upcoming Catholic School week (January 30th – February 3rd)

Finance Report

Tonya presented budgets for the school, before and after school care, and the lunch program. Overall, numbers looked better than budgeted on a YTD basis.

Policy Report

Uniform Code

The uniform code for the 2017-2018 school year will be up for approval at the February meeting.

Discussions around the uniform code included:

- *Proposed changes to the makeup policy (no makeup for grades K-5, natural makeup for grades 6-8)
- *No proposed changes to shoe regulations

Emergency Procedures

The Emergency Procedures for the 2017-2018 school year will be up for approval at the February meeting.

Marketing Report

Tonya mentioned that there are still concerns of people not knowing that Ankeny has a Catholic school. The Board discussed potential solutions as follows:

- *Tonya looking into setting up a rotation for teachers to write an article for the Press Citizen.
- *More word of mouth to promote the school
- *Investigate more creative social media methods that could promote the school

Building Report

Kayla reported on the Phase II building meeting. She mentioned that the committee toured St. Francis and got input from the former principal on what worked well and what didn't. Architects will begin drafting up initial plans for the church and school (parish as a whole) and will take the various needs of the classrooms into consideration.

The committee has momentum to get going, but need financial backing. We can't start a new capital campaign until current one is done. Additionally, the Diocese has strict guidelines for facilities, whereby we will need Bishop approval before moving forward with plans.

FSA Report

The Green Gala is coming up on February 11, 2017. Tickets are still on sale.

The FSA is considering what to specifically fundraise for next. Kelly will discuss with Tonya.

The FSA Treasurer is looking for a replacement in the near future.

A book fair will be held from February 11th – 16th. This will be going on during conferences.

Many parents have expressed concern with the constant need for lunchroom helpers. The Board discussed potentially raising the budget for next year to get more regular help.

Next Meeting

The next regular meeting is scheduled for February 28th at 7:00 p.m.

Adjournment

The meeting was adjourned at 8:40 p.m.