

# St. Luke the Evangelist School Board Meeting Minutes

## March 26, 2019

### **Call to Order**

The regular meeting of the School Board was called to order following prayer at 6:34 p.m. at St Luke the Evangelist Catholic Church by president Licia Pettit.

Members present: Licia Pettit, Kelly Royal, Scott Ciochetto, Anna Schaffer, David Niedergeses and Sam Knezevic

Member absent: None

Staff present: Principal Tonya Eaton, Father Adam Westphal, Kelsey Grulke, Susan Battani

Visitors present: Susan Grebasch, Maureen Edsen,

### **Approval of Minutes from Prior Meeting**

Minutes approved prior to meeting via email.

### Agenda

Scott requested additional items be added to the meeting's agenda: new board members and strategic planning subcommittee. Items were motioned and approved to be added.

### Open Forum

Mrs Battani, kindergarten teacher, spoke about this year's implementation of the PBIS system (positive behavioral interventions and supports) school-wide. It has been very successful in creating a positive behavioral environment in the school. The school has actually received an award for this. Long-term there will be a different system in place for middle school. Rewards given are mostly experiences, which the kids have enjoyed. Popular rewards include spending time in different classrooms and reading to the kindergartners.

Mrs Grulke, third grade teacher, discussed the summer camps being offered this year. There are four camps in July being organized by teachers. The staff was commended for getting the program off the ground. So far there are still plenty of open spots in the camps.

### Reports

#### **Extra-Curricular Activities**

No report.

Discussion: Kate Ledyard is interested in offering an after school exercise boot camp for students and one for staff.

#### **Capital Campaign**

The Building Committee is interviewing contractors this week. Three candidates are coming. Hoping to break ground in May and be finished early next year. The addition will include 6 classrooms and administrative space.

#### **Technology**

No report.

Dave is looking into acquiring tech assets (hardware) at a good cost.

**Administrator's Report**

Report submitted by Tonya Eaton.

Discussion: None

**Grants**

No report submitted.

Discussion: Dave looked at two opportunities, but needs teacher input as they are curriculum specific.

Dave is now captain of this subcommittee. Scott proposed meeting with teachers. Miss Gingery will do grant research.

**Finance**

No report submitted.

Discussion: The bishop has reviewed the budget. More money has been made available which Fr Adam has earmarked for salaries and curriculum development. This money is from parish funds. The board voted to pass an additional 2% salary increase for teaching staff, making the total increase for the next school year 4% when including the 2% step increase. Sam plans to work with the new business manager so the budget reconciles to actuals. There have been discrepancies which is an accounting problem in lining up dates to salary dispersals.

**Policy/Handbook**

No report submitted.

Discussion: None.

**Family School Association**

No report submitted.

Discussion: None.

Executive Session

The Board entered Executive Session at 7:45pm. They exited the session at 8:55pm.

Discussion Items**Calendar**

The 2019-2020 school year calendar was reviewed and approved by the board.

**Budget**

The board voted to pass an additional 2% salary increase for teaching staff, making the total increase for the next school year 4%. Current school families need to get their registrations in so that class sections can be set and teachers hired.

**Middle School Strategic Planning**

Mrs Eaton gave a presentation on what the upper grades will look like at St Luke's next year and in the future. This included number of teachers, endorsements for those teachers and curriculum. A middle school task force consisting of parents and Mrs Eaton will be meeting next week. This group will explore opportunities, work to develop student's expectations and develop procedures. Discussed this task force addressing school board and what the best terminology for our 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades should be.

The term "Middle School" is evocative of the public school program, so perhaps the term "upper grades" should be used to differentiate St Luke's.

#### **Strategic committee**

The board voted and approved creating a "2040" Strategic Subcommittee which will focus on what does our school look like well into the future. This committee will adhere to our mission and vision statements, set milestone goals, sports and extra-curricular goals. Scott will be captain of this committee.

#### **New School Board Members**

The Board has a current vacancy and will have two more vacancies this fall. The areas the board could use knowledge from are: human resources, educators, marketing and middle school experience. Fr Adam will put an ad in the bulleting advertising for candidates with experience in these areas.

#### **Next Meeting**

Next regular meeting will be held April 16 at 6:30pm.

#### **Adjournment**

After prayer, the meeting was adjourned at 10:30pm.

Minutes submitted by Margery Pierce, School Board Secretary