

**ST. LUKE THE EVANGELIST
CATHOLIC SCHOOL BOARD MEETING
Meeting Minutes
February 25, 2020 6:30 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 at 6:30 pm by Sam Knezevic
 - b. [Prayer](#)
 - c. Roll Call – Sam Knezevic
 - i. Voting Members - Katie Garrett, Sam Knezevic, Nate Newman, David Niedergeses, Steve Pins, Meghan Rupiper, Joe Schmidlein. Absent - Anna Schaffer
 - ii. Non-voting Members Attending – Principal Misty Hade, Father Ken Halbur, Secretary Susan Grebasch
 - d. Call for Additional Agenda Items – All members
 - i. No additional items added. Steve Pins, motioned for approval, Joe Schmidlein seconded. Current agenda approved by all members present.
 - e. Approval of Agenda – All members
 - i. Approval of agenda as listed – Steve Pins motioned for approval, Dave Niedergeses seconded. Approved by all members present.
2. **Open Forum** (non-Board member presents information to the board - 10 minutes)
 - a. Denise Mulcahy - Administrator Review Process
 - i. Denise is Director of Teaching and Learning for the Des Moines Diocese.
 - ii. Principals are evaluated their first year in the position using standards set by the Iowa Standards for school leaders.
 - iii. School board fills out evaluation and feedback and sent to Denise.
 - iv. Denise has already met with the teachers and will put together a report after receiving the school board evaluations and then meet with Principal Hade and Father Halbur.
3. **Reports** (questions about reports that have been emailed prior to the meeting - 25 minutes)
 - a. Administrative Report – Principal Hade
 - a. Gala teacher project raised enough money for the reading program with additional going toward dissection kits.
 - b. St. Luke's has been recognized to the second level (Emerging) of the Positive Behavior Intervention and Support (PBIS) program.
 - b. Extra-Curricular Programming – Steve Pins
 - i. Lego club – 12 out of 20 spots filled.
 - ii. Discussion on whether certain activities are open to students, parish children and/or home schoolers. School board may work on setting up some guidelines for possible fall implementation.
 - iii. Will add to next month's agenda for more discussion.
 - iv. Grade eligibility for sports participation. Principal Hade will look at current sports/athletic handbook to see what the current guidelines are. Is there a certain academic level the student must be at before participating? If so, will get copies to teachers and coaches.
 - c. Capital Campaign & Building - Father Ken Halbour
 - i. Still \$200,000 short of goal to begin building.

- ii. Staff will start making phone calls in the next weeks to those that haven't responded to the Plus One campaign yet.
 - iii. Father will be meeting with Bishop Joensen in the future to discuss this as well as other items.
 - d. Technology Captain – David Niedergeses
 - i. Working with grants for equipment.
 - e. Grant Captains – David Niedergeses/Joe Schmidlein
 - i. Prairie Meadows Grant – applying for two separate ones. One for K-3 iPads & cart and Legacy Grant for \$300,000 for building fund.
 - ii. St. Luke's did receive Catholic Foundation for Southwest Iowa. \$1350.00 for security cameras.
 - iii. Dave working on applying for the Dahl Foundation grant.
 - f. Finance Captain – Sam Knezevic – in Executive Session.
 - g. Policy/Handbook Captain – Katherine Garrett – none.
 - h. SIAC Captain – Nate Newman/Meghan Rupiper
 - i. Currently updating.
 - ii. Will begin to work on ideas and ways to communicate results/progress to families.
 - i. Family School Association Captain – Anna Schaffer – no questions.
- 4. **Discussion Items**
 - a. 2020-2021 calendar vote
 - i. Motion to approve with a few minor additions – Joe Schmidlein motioned, Nate Newman seconded. All present approved.
 - b. Executive roles 2020-2021
 - i. Anna Schaffer roles off the board this year.
 - ii. Normally the vice president assumes president position but Sam Knezevic does not feel he would be best suited at this time.
 - iii. Requesting rest of board start to consider if they want to continue as current chairs of committees and/or the president and vice president positions.
 - a. Executive Session - motion by Dave Niedergeses, Katie Garrett seconded, all in attendance approved at 7:28 pm. Left session at 8:05 pm.
- 5. **Introduction of New Items** – none.
- 6. **Fr. Ken's Comments**
 - a. Each classroom is now getting a classroom set of rosaries to be used by the students.
- 7. **Adjournment**—Sam Knezevic at 8:07 pm
- 8. **Closing Prayer**
- 9. **Next Meeting:** March 24th at 6:30 pm

Reports

Administrative

February Board of Education Report
St. Luke the Evangelist Catholic School~ Misty Hade
Mission and Core Values:

We Pray~We Learn~We Serve

Vision:

St. Luke the Evangelist Catholic School is an inviting, positive community where ALL are respected, encouraged and challenged. As a family, we lead with a servant heart. We strive to build faith, academic, and emotional growth for each individual as a valued child of God.

- What is keeping us busy this month?
 - Pray:
 - Mass with Bishop Joensen
 - Faith professional learning with John Huynh
 - Preparing for Lent
 - Learn:
 - Being in classrooms
 - Administrator meeting
 - Professional Development meeting for next year
 - Dr. Sally Beisser presenting on gifted education
 - PBIS Tier 2
 - Serve:
 - Preschool buddies- 6th and 7th grade students went to Our Lady's Little Learners
 - Mission Awareness day~ Australia
- Success
 - Valentine's Parties
 - 2nd and 6th grade to Iowa Wolves Education Day
 - 5th grade BizTown
 - Kindergarten to Playhouse
 - 7th grade toured and had lunch at DCHS
 - 3-5 grade music concert
 - Meeting with 5-7th grade families about middle school
 - Students singing at the Iowa Wild
 - Green Gala

Other information:

Durham Bussing- I will be meeting with Durham to see about transportation for our students in the Fall of 2020. Very expensive. I need to go back and ask about the possibility of our students riding with the Ankeny students.

Extra-Curricular Programming

1. Innovators Academy
 - a. St. Luke the Evangelist Family night has been scheduled for April 20th and 21st.
 - i. Families will sign up for a 45 minute block and cycle through various fun and engaging STEM activities.
 1. Sign up for a time and bring the whole family
 2. Sign ups and payment will be made directly to Innovators Academy through the Innovators Academy website
 3. Cost is \$5 per family
 - b. This should be a good way to introduce the families of St. Luke's to Innovators Academy and what they do, as we are planning on partnering with them for an after school program next school year.
2. Battle of the Books
 - a. 35 students participating

- b. Ranging from Grades 3-5
 - c. In school competition to be done this week (week of 02/24/2020)
 - i. Top 2 scoring teams will go on to the diocesan wide competition at Sacred Heart on March 4th.
- 3. Chess Club
 - a. Open to ALL students
 - b. Meet on Saturdays from Jan. 18th – Feb. 29th 9am-10:30am and Wednesdays (before school) from Jan. 22nd – March 4th 7-8am
 - i. Grades of kids participating ranged from K – 5th Grade
- 4. Middle School Debate
 - a. We will try this again next school year
- 5. Spanish Club
 - a. No new information to report
- 6. Boys Basketball
 - a. We have 11 boys on the 2020 St. Luke the Evangelist basketball team between 6th and 7th grades.
 - b. Boys basketball team completed their regular season play this past weekend
 - i. Finished regular season 7-1 at a tie for 1st place in their division.
 - c. Postseason Tournament will be held this weekend (02/29-03/01)
 - i. The Longhorns will play at noon on Saturday at St. Luke's gym
 - ii. If they win, they will play in the Championship game on Sunday at St. Francis 2pm
- 7. Longhorn Bootcamp
 - a. Registration is underway for the Spring session
 - i. Will be held on Mondays and Wednesdays from March 23rd to May 20th
 - 1. 8 Mondays and 8 Wednesdays
 - ii. Cost to participate is as follows
 - 1. Mondays only \$40
 - 2. Wednesdays only \$40
 - 3. Mondays and Wednesdays \$80
 - iii. This will be limited to the first 15 registrants
 - iv. Contact Kate Ledyard to sign up
- 8. Lego Club (NEW)
 - a. Will meet Friday mornings 3/27-5/22 from 7:15-8am in Art room
 - i. Each week will feature a different theme/challeng
 - ii. Open to kids in grades K-7
 - iii. Club will be limited to first 20 registrants
 - iv. We currently sit at 12 registrants
 - b. We will need another parent volunteer to help supervise.
 - c. Cost to participate is \$25
 - i. Paid through FACTS account
 - d. Need Lego donations
- 9. Graphic Novel Artistry class (NEW)
 - a. 6 week course teaching kids to create their own graphic novel

- i. Week 1 – Intro to Graphic Novels
 - ii. Week 2 – Character Building
 - iii. Week 3 – Story Building / Storyboarding
 - iv. Week 4 – Paneling/ Word Balloons
 - v. Week 5 – Mini Comic work
 - vi. Week 6 – Mini Comic Presentation
 - b. This class/club will be held on Monday's after school and run from 03/23- 05/11
 - c. Cost is \$20 per student
 - d. Registration will be going out in next week's Thursday email.
10. Track and Field
- a. Registration open now
 - i. Open to boys and girls in grades 5-7.
 - ii. Registration needs to be turned in to Austin Oborny by March 6th.
 - b. Practices will start on March 24th.

Capital Campaign & Building – no report.

Technology – no report.

Grants – no report.

Finance – no report.

Policy/Handbook – no report.

SIAC – no report.

Family School Association

- Principal Update – A link for next school year's registration is available on the website, so please register and spread the word to new families. Wednesday is our monthly early out and the 1st draft of next year's school calendar is under review and should be released before March 1st. Conferences are coming up so please signup using the SignupGenius link emailed out.
- Treasurer's Report – Treasurer received financials through December and it contained very few new items from the Gala and nothing new that impacts our current year budget.
- Book Fair (Feb. 15-20): Will take place Saturday and Sunday after mass times and Tuesday & Thursday during conferences. Volunteer signup is available with Signup Genius.
- Conference Meals (Feb. 18 & 20): Signup will be sent shortly for snack and meal donations.
- School Board Update: Handbook policies are under review as well as extra curriculars. We will be launching a Lego Club and Art Club as after school activities. More details to come.