

**ST. LUKE THE EVANGELIST
CATHOLIC SCHOOL BOARD MEETING
Meeting Minutes
August 18, 2020 6:30pm**

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

- a. Call to Order at 6:35 pm — Joe Schmidtlein
- b. [Prayer](#)
- c. Roll Call – Joe Schmidtlein
 - i. Voting Members Present - Nate Newman, David Niedergeses, Steve Pins, Meghan Rupiper, Joe Schmidtlein. Not Present - Katie Garrett, Sam Knezevic
 - ii. Non-voting Members Attending – Principal Misty Hade, Father Ken Halbur, Secretary Susan Grebasch
- d. Call for Additional Agenda Items – None.
- e. Approval of Agenda – All members
 - i. Steve Pins motioned for approval, Meghan Rupiper seconded. Agenda approved by all members present.

2. Open Forum (non-Board member presents information to the board)

- a. N/A

3. Reports

- a. Administrative Report – Principal Hade
 - i. Current enrollment at 235 including 17 virtual only.
 - ii. Teachers started back this week to prep for the start of school.
 - iii. Still working with Ankeny School District on plans for those students that use their services and what that will look like.
 - iv. Working on a Spanish teacher and hope to have more information on that in the coming week.
 - v. Safety measures:
 1. Want to put in clear dividers on the lunch tables but the cost is prohibitive at this point. Looking at alternatives including spacing children out more.
 2. Lunch will now include handing trays to students with food on them, a staff member handing milk to the children and using plastic utensils and condiment packets.
 3. Sanitizing wipes are always needed.
- b. Extra-Curricular Programming – Steve Pins
 - i. Plans for first trimester are on hold pending announcements from the Des Moines Diocese. Trying to limit extra people and risk in the building, especially the school rooms.
 - ii. School Board agrees that all activities should be on hold at this time if requested by the Diocese. If so, then possibly evaluate in a month or two.
- c. Capital Campaign & Building - Father Ken Halbur
 - i. Capital Campaign – No report.
 - ii. Building
 1. Starting to have weekly meetings.

2. Updating drawings to include a tornado shelter.
 3. Waiting on bids to come in. If they come in as expected, hope to break ground this fall.
 4. Have the verbal ok from the Des Moines Diocese Bishop so reviewing contracts at this time. If bids are good, can move forward to signing right away.
 5. Father hopes to have a formal announcement and details in the next two to three weeks.
- d. Technology Captain – David Niedergeses – No report
 - e. Grant Captains – David Neidergeses/Joe Schmidtlein
 - i. Most grant programs are on hold at this point.
 - ii. Hope to apply for the CARES Act from the government to get money for a new camera system to help broadcast services into the gym and online.
 - f. Finance Captain - Sam Knezevic – report provided by Father Halbur.
 - i. With current funds, expect to end budget year in the black.
 - g. Policy/Handbook Captain – Katherine Garrett – report provided by Principal Hade.
 - i. Finishing up details and will send to the School Board to review for approval.
 - ii. Once approved, it will be sent out to the parents/put on the school website.
 - h. SIAC Captain – Nate Newman/Meghan Rupiper
 - i. Updating current and starting to work on initiatives for the new school year/start to prioritize.
 - i. Family School Association Captain - Open position
 - i. Green Gala – currently scheduled for Feb. 13, 2021. Still holding at this time but will review in late fall if need to adjust plans.

4. Discussion Items

- a. None.

5. Introduction of New Items

- a. None.

6. Fr. Ken's Comments

- a. **Finished this week and upcoming:**
 - i. **71 First Communions.**
 - ii. **24 Confirmations.**
- b. Still have the following open positions – Religious Education and School Food Service Director. Contact Father Halbur or Principal Hade for details.
- c. Student Masses – part of the school will attend in the church, the other part online streaming. Will rotate each week. At this time, no public will be allowed at the student mass on Wednesdays.

7. Closing Prayer

8. Adjournment—Joe Schmidtlein

- a. Motion to adjourn at 7:42 pm. Steve Pins motioned, Nate Newman second. All present approved.

9. Next Meeting: September 22, 2020, 6:30 pm

Bulletin Blurb – After a July break, the School Board met on August 18, 2020. Most of the discussion focused on back-to-school preparations and possible limitations on extra-curricular activities. Teachers were back prepping rooms and the entire school is working on implementing safety measures to reduce illness transmission. Discussions also continue on the new construction.

More information and details to hopefully come within the next month. St. Luke's will also be applying for a grant to help fund new camera equipment so that masses may be broadcast in better quality to the gym and online streaming. Congratulations as well to our students who participated as one of the 71 first communions performed over the past month. The next School Board meeting is scheduled for Tuesday, Sept. 22 at 6:30 pm.