

**ST. LUKE THE EVANGELIST
CATHOLIC SCHOOL BOARD MEETING
Meeting Minutes
May 25 , 2021 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 — Joe Schmidlein
- b. [Prayer](#)
- c. Roll Call – Joe Schmidlein
 - i. Voting Members Present - Katherine Garrett, Sam Knezevic, Nate Newman, David Niedergeses, Steve Pins, Meghan Rupiper, Joe Schmidlein.
 - ii. Non-voting Members Attending – Principal Misty Hade, Father Ken Halbur, Secretary Susan Grebasch
- d. Call for Additional Agenda Items – All members
 - i. Addition/switch to Land's End for school uniforms – Val Wellendorf
- e. Approval of Agenda – All members
 - i. Steve Pins motioned for approval, Sam Knezevice second. Agenda approved by all members present.

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

- a. Look to switch to Land's End.
- b. Pretty in line with Donald's and more things to purchase, ex. Water bottles.
- c. Don't get credit with store but get 3-5% off.
- d. Why switch? We can order whenever; been having problems with Donald's – getting product, not getting logo stuff for weeks, need minimum before Donald's sent out. Land's End will send out per order and will ship to each person's house for free vs. sent to school.
- e. Cost – pretty comparable.
- f. Can ship back to Land's End if wrong size.
- g. No concerns from Principal.
- h. Land's end also has a sensory line – for those kids that may need that.
- i. Pattern is very comparable to Donald's.
- j. Land's End guarantees that their stuff doesn't fade.
- k. If families have credit at Donald's, can transition for next 6 months.
- l. Families can also still wear uniforms from Donald's.
- m. Not a policy change but would recommend that the board discuss and have a vote to be reflected in the minutes.
- n. Motion to approve using Land's End with understanding six months access to Donald's to transition fully to lands if service meets expectation – not uniform change but supplier change. Katherine Garrett motioned, Meghan Rupiper second, all present approved.

3. **Reports** (questions about reports that have been emailed prior to the meeting - 25 minutes)

- a. Administrative Report – Principal Misty Hade
 - i. Enrollment currently at 273 for next year.
 - ii. Eighth grade went to the Grotto of West Bend, also got to leave their signature on the wall in the new building.
- b. Extra-Curricular Programming - Steve Pins
 - i. Still finishing up next year’s program for programs and timing.
 - ii. Track synopsis by Craig Oberreuter – had a great year, 20 kids participated from 5-8 grades, used Saydel for track practice.
 - iii. Would like to see coding offerings expanded but trying not to overload teachers. Looking into it more.
- c. Capital Campaign & Building - Father Ken Halbur
 - i. New building still on schedule to turn over on July 9.
 - ii. Construction starting on the land north of St. Luke’s. Does that impact our traffic patterns – especially 13th Street later this year and early next? Will probably see construction equipment. Hope that the new south parking lot can get most of our cars off Weigel. Still discussing if have right turn/left turn only on exit from drop offs.
- d. Technology Captain – David Neidergeses
 - i. Bought more iPads and Chromebooks due to grants received. We are almost 1:1 for students on these.
 - ii. Also upgrading internet connection.
- e. Grant Captains – David Neidergeses/Joe Schmidtlein
 - i. Still waiting to hear on Prairie Meadows grant.
- f. Finance Captain - Sam Knezevic
 - i. Met with Finance Council.
 - ii. Doesn’t really impact budget but transferring expenses from parish to school and also raising subsidy. Give more of a true cost to educate the students. Longer term – five years down the road the diocese will be taking some of the management of the schools into a region and combining some of the expenses/suppliers, etc. Diocese is trying to get to the point of each school in the diocese is the same in tuition, teacher salaries and parish contribution (roughly 50%).
- g. Policy/Handbook Captain – Katherine Garrett
 - i. No report.
- h. SIAC Captain – Nate Newman/Meghan Rupiper
 - i. Exit interviews being done with board members and staff leaving and willing to participate. Getting great input. Will compile information and share with board in June.
 - ii. Thinking about how to get feedback from returning/current staff – work on that over the summer and develop something.
 - iii. School board assessment? Not sure it has been done yearly/formally? May need to look at doing that. More discussion to come on that.
- i. Family School Association Captain – Joe Schmidtlein
 - i. Longhorn Da\$h went well and raised more than anticipated. Final numbers yet to come.
 - ii. Presented FSA budget for 2021-22.

4. **Discussion Items (7:00)**

- a. Middle School Update – what does middle school look like for 2021-2022?

- i. Next year students will change classrooms – Currently when going down the main hall – Current 6th grade room on right will be 6th, (religion and social studies), Battani’s room (math and science) – leaving sink and change structure a little, Hotchkiss’ room – English/language arts.
 - ii. Started looking at schedule and working on it. Some schools have focused specials – ex. Art one semester, 7th and 8th will have to be split (29 total) too big, full 6th, full 7th, 8th not at 16 kids.
 - iii. Expectations are high of middle schoolers and continue to increase and expect a lot from them.
 - iv. Different levels of math and science (ex. Honors?).
 - v. 8th grade – offer algebra – comparable to public schools – getting their foundational skills.
 - vi. As middle school comes into play, how communicate? Principal Hade working on that now and push out to current 5th and new families. Sixth grade student orientation at beginning of year? They do this at St. Francis and may be possibly a thing to do here. Maybe start to communicate to current 4th graders now to start getting them informed and help plan for future.
 - vii. Plans for lockers for all middle schoolers – help prepare for high school to learn about preparing for classes, time management for kids. Hallway is wide enough to put in locker but still looking into that. Lockers currently in classrooms were originally supposed to be in the hall but just put in wrong and never fixed.
- b. Green Gala Update/Luau at St. Luke’s
- i. Ticket sales are slower than like right now. Keep pushing the word and really need to give counts by June 1. Any adults can come, not just parishners.
 - ii. Schedule
 - 1. 5:30-6:30 pm - cocktails
 - 2. 6:30-8:00 pm - dinner
 - 3. 8:00 – auction
 - iii. Have tent and games, live band.
 - iv. Sell tickets in narthex at masses May 30.
 - v. Selling tickets at pickup line on Thursday.
- c. Teacher Positions – Update
- i. Send information to families tomorrow with updates.
 - ii. Interviewed for open – 3rd (reached out to person), K (offered and waiting)
 - iii. Open – guidance – working with diocese for 3 days a week position.
- d. Spanish and Reading Resource – what grades will be offered
- i. Spanish offered for K-8 grades.
 - ii. Reading/Math interventionist will be offered for K-5 grades – full time/5 days.

5. Introduction of New Items

- a. Gifted Programs
 - i. Gifted program eventually? Yes and for a while and combine it with something – maybe next three years or so probably able to get full TAG program going.
 - ii. Remember we have growing pains. Hard to grow with implementing resources and programs all at once.

- b. School Board appreciation from board to the entire school, staff and teachers for getting us through this year and in person.

6. Fr. Ken's Comments

- a. Masses filling up, good thing.
- b. Vicki Gilloley resigned – people expressing interest in new position.
- c. Start to separate school and parish secretary duties. Move some stuff around in the office to better accommodate positions and movements.

7. Closing Prayer

8. Adjournment—Joe Schmidlein

- a. Motion to adjourn at 7:48 pm. Steve Pins motioned, Meghan Rupiper second. All present approved.

9. Next Meeting: June 21, 2021, 6:30 pm.

Bulletin Blurb – May 25, 2021, the School Board met to discuss several items. Land's End was added as a new supplier of school uniforms. Donald's continues to be a possible vendor for uniforms as well, especially for parents with credit at Donald's. After six months the School Board will re-evaluate both vendors to determine which vendors will be available to parents. Wrap up of the school year and programs was covered. School board members are doing exit interviews with teachers and staff to gain better insight. New discussion covered what middle school will start to look like and some programs being implemented. The next meeting will be June 21, 2021 at 6:30 pm. There will be no July meeting.

Principal's Report

May 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.

- Enrollment Numbers: 2020-2021 (as of 3/1/2021)
 - Kindergarten: 35
 - First Grade: 36
 - Second Grade: 44
 - Third Grade: 39
 - Fourth Grade: 34
 - Fifth Grade: 20
 - Sixth Grade: 19- 1 online
 - Seventh Grade: 10- 1 online
 - Eighth Grade: 5
 - Total Students: 242
- 272- current enrollment for the 2021-2022 school year as of 5/19/2021
- What is keeping us busy this month?
 - Pray:

- May Crowning
 - Kindergarten Student-led Masses
 - Families able to attend the last school Mass
 - Rosary
 - 8th grade to the Grotto
- Learn:
 - First Grade Animal Hat Projects
 - Professional Learning for teachers
 - FAST and MAP assessments for students
 - Interviews for open positions
 - Preparing class lists for next school year
 - Preparing master schedule for next school year
- Serve:
 - Teacher Appreciation Week
 - Mission Day for Meals from the Heartland
 - Mission Day for the Beagle Foundation
- Success
 - Longhorn Da\$h
 - Kindergarten Round-up
 - Field Day
 - EANS federal money- reimbursement for COVID supplies and for current purchases.