

**ST. LUKE THE EVANGELIST CATHOLIC SCHOOL
EXECUTIVE LEADERSHIP COUNCIL**

Meeting Minutes

September 27, 2022

6:30 pm - Opening Prayer in Church/Break to Committee Meetings

7:15 pm - Immediately Following Committee Meetings

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 — Father Ken Halbur at 7:25 pm
- b. Opening Prayer
- c. Roll Call – Steve Pins
 - i. Voting Members Present – Steve Pins (President), Chrissy Eberhart (Vice President), Sam Knezevic (Treasurer), Susan Grebasch (Secretary), Committee Chairs: Emily Haack, Madeline Kerr, Meghan Rupiper, Melissa Steward.
 - ii. Non-voting Members Attending – Principal Misty Hade, Father Ken Halbur, Assistant Principal Sara Hazel.
- d. Call for Additional Agenda Items – All members
 - i. None.
- e. Approval of Agenda – All members
 - i. Motion to approve agenda by Meghan Rupiper, Sam Knezevic second. All present approved.

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

- a. None.

3. Administrative Report – Principal Misty Hade

- a. Additions to administrative report for Successes:
 - i. 7th and 8th grade Kindergarten Buddies doing well.
 - ii. Volunteers signing up to sing at mass.
 - iii. Teachers and parish staff joint bonding/teambuilding activities.
 - iv. Longhorn buck parties taking place.

4. Update From Fr. Ken

- a. Women's bible study successful.
- b. Men's "That Man is You" program exceeding enrollment expectations.
- c. Diocesan Ignite campaign starting soon – need volunteers to call parishioners to just inform them of the program. Any money raised over \$620,000 stays in the parish.
- d. Statue of Mary coming soon for the brick garden.
- e. Oxtoberfest funds raised will be used to purchase a life-size statue of St. Luke for the narthex.
- f. Working on expanding and reviving the homebound outreach program.
- g. The concrete pad for the gazebo by the playground should be poured in the next week or two. Construction of the gazebo to follow as soon as it is cured.

5. Discussion Items

- a. Updates from Committee Chairs

- i. Each chair will work on gathering and promoting their contact info, links to the subcommittee minutes and the full Leadership Council minutes, and getting pre-meeting agendas out sooner to help those that may want to participate in several committees. More information on this to come.
- ii. Future Committee Meetings
 - 1. Decision at this time is to keep meeting structure as we used at this meeting. Committees meet at 6:30 pm and are welcome to stay for the Leadership Council meeting starting at 7:15 pm.
- iii. Academics/Extracurricular/SIAC – Meghan Rupiper
 - 1. Discussed their work overview and purpose.
 - 2. SIAC scorecard – updating the internal document but creating a more community friendly/easier consumption of information to distribute.
 - 3. Formal SIAC reviews are done in the fall and spring.
 - 4. Looking at what is needed for the Blue Ribbon School process. May still be a year or two out but starting to look at criteria.
 - 5. Extra-Curricular activities – working on Battle of the Books registration. Mock Trial will not happen this year – just short of needed participants. Will work next year to get information out sooner.
- iv. Community/Hospitality/Social – Melissa Stewart
 - 1. Fundraising and Community meet together to discuss upcoming events.
 - 2. Green Gala – initial meetings will start in October for planning. Everyone is welcome to join and help in any capacity.
 - 3. Green Par-Tee – see how this year goes but thinking of combining with the Luau in the future – maybe move to early summer?
 - 4. Parish Bonfire on September 30.
 - 5. Restaurant nights – still lining up some months.
 - 6. Working on a calendar to provide either monthly or quarterly to the families to let them know what events are planned and coming up. Also add to the School website.
- v. Faith & Service – Emily Haack
 - 1. Working on activities around We Pray, We Learn, We Serve.
 - 2. Developed Saint of the Month. This will tie in with a classroom saint. Working with David Reising, Director, Faith Formation, to crossover with religious education. Have a display in the narthex.
- vi. Fundraising – Madeline Kerr
 - 1. See Community above.
- b. Budget
 - i. Drafting for 2023-2024.
 - ii. Budgeting school budget based on 325 students, goal of 330.
 - iii. Sam Knezevic will have a basic draft by the October meeting.
- c. October 8-9 Ministry Fair
 - i. Leadership Council will be represented at the fair.
 - ii. Schedule – Oct. 8 – Susan Grebasch, Oct. 9 – 8:30 am – Steve Pins, Maddi Kerr, 10:30 am – Melissa Stewart.

6. Introduction of New Items

- a. None.

7. Fr. Ken's Comments

- a. None.

8. Adjournment - All member vote

- a. Motion to adjourn at 8:36 pm. Madeline Kerry motioned, Emily Haack second. All present approved.

9. Closing Prayer

10. Next Meeting: October 25, 2022, 7:15 pm (Immediately following committee meetings). Note that the November meeting has moved up to November 15 due to Thanksgiving week.

Bulletin Blurb – In September’s Leadership Council meeting, the four individual committees (Academics/Extra-Curricular, Community & School, Faith and Finance) met ahead of the general meeting to work on their individual programs. Their highlights include looking at school standards and measurement along with registering for activities. Fundraising and Community/School met jointly to cover upcoming events. Volunteers are welcome to join in planning for the Green Gala. Faith members are working on activities around We Pray, We Learn, We Serve. The school budget outline for 2023-2024 will be discussed at the October meeting, anticipating 325 students next year. The next meeting is Tuesday, October 25, 2022 starting with committee meetings at 6:30 pm, following by the Leadership Council at 7:15 pm.

September Leadership Council Report 2022

St. Luke the Evangelist Catholic School~ Misty Hade and Sara Hazel **Collective Commitments:**

We Pray~We Learn~We Serve

Mission:

St. Luke the Evangelist Catholic School is a collaborative community where ALL are respected, encouraged, and challenged.

Vision:

We are committed to building faith, academic, and emotional growth for each individual.

- Enrollment Numbers: 2022-2023 (as of 9/21/2022)
 - Kindergarten: 43
 - First Grade: 36
 - Second Grade: 37
 - Third Grade: 38
 - Fourth Grade: 45
 - Fifth Grade: 33
 - Sixth Grade: 36
 - Seventh Grade: 18
 - Eighth Grade: 18 Total
 - Students: 304
- What is keeping us busy?
 - Pray:
 - Faith Retreat with Denise Mulcahy
 - Bible Verse Scavenger Hunt with Staff
 - Administrator Faith Retreat
 - Student-led Masses
 - Learn:
 - Administrator Meeting

- Data Day for K-5
 - Leadership Team Meeting
 - PBIS Team Meeting
 - How Schools Thrive workshop
 - Subbing in classrooms
- Serve:
 - Walk-throughs providing feedback
 - Helping teachers with behavior management
 - Recess and Lunch Duty
- Success