

ST. LUKE THE EVANGELIST CATHOLIC SCHOOL
EXECUTIVE LEADERSHIP COUNCIL MEETING
Meeting Minutes
May 23, 2023
6:30 pm - 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 (5 minutes)

- a. Call to Order — Father Ken Halbur at 7:22 pm
- b. Opening Prayer
- c. Roll Call – Steve Pins
 - i. Voting Members Present – Steve Pins (President), Sam Knezevic (Treasurer), Susan Grebasch (Secretary), Committee Chairs: Emily Haack, Madeline Kerr, Meghan Rupiper, Melissa Stewart. Chrissy Eberhart (Vice President) was absent.
 - 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 Madeline Kerr, Emily Haack second. All present approved.

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

- a. None.

3. Administrative Report – Principal Misty Hade

- a. Heavy turnout for Kindergarten Roundup.
- b. Still looking for part-time help for next year for band.

4. Update From Fr. Ken

- a. Ran recent dynamics of the parish.
 - i. 840 families – 2773 total parishners.
 - ii. 681 between the ages of 0-10 years old. 540 between 10-19 years.

5. Discussion Items

- a. Updates from Committee Chairs
 - i. Academics/Extracurricular/SIAC – Meghan Rupiper
 1. Working on extra-curricular activities. Still looking for speech/debate leader for next year. Possibly working with the parish to establish a youth group that would be open to all. Want to know what the parents are wanting for activities. Trying to work around space limitations at the school and parish.
 2. Working with Youth Enrichment League to see if they can provide additional activities in the coming year such as sewing, coding, rockets, chess, etc.
 3. Sports activities next school year will have a sports fee to help fund uniforms and equipment.
 - ii. Community/Hospitality/Social – Melissa Stewart

1. See Discussion Items.
- iii. Faith & Service – Emily Haack
 1. Be A Saints Kids Club books have been ordered for the next school year.
 2. Possibly thinking of a pilgrimage to various locations around Iowa/neighboring states in the future. If interested, contact Emily Haack.
- iv. Fundraising – Madeline Kerr
 1. Continuing work and research on grants.
- b. Activities Calendar for '23-'24
 - i. Finalizing details and hope to have out to families soon for the upcoming summer and school year.
- c. Update on FSA Budget Items
 - i. Working to finalize the budget for next year.
- d. School website changes.
 - i. Working to find another vendor to update the school site.
- e. Parent Survey Results.
 - i. Overall positive responses with high response rate of 63%.
 - ii. Will be working on sending out a summary and action steps in the next couple of months.
 - iii. Maybe considering option of sending out a post-graduation/end of freshman year survey to gain feedback on if middle school preparation was sufficient. Several topics covered at in the survey that were discussed at a high-level overview: middle school preparation for high school prep, communication, lunch, and extra-curricular activities. Council and administration will start to look at what works and options for those areas of opportunity.
- f. August Leadership Council Changes
 - i. The regularly scheduled meeting would fall on August 25; the night before school starts. Decision made to move the meeting to Wednesday, August 16 at 7:15 pm.
 - ii. Looking for additional members to join the Council. If you are interested or know of a good candidate, contact Fr. Ken or Principal Hade.

6. Introduction of New Items

- a. None.

7. Fr. Ken's Comments

- a. No additional.

8. Adjournment - All member vote

- a. Motion to adjourn at 9:03 pm by Madeline Kerr, Emily Haack second. All present approved.

9. Closing Prayer

10. Next Meeting: Tuesday, June 27, 2023, 7:15 pm (Immediately following committee meetings)

Bulletin Blurb – The Leadership Council met Tuesday, May 23, 2023. Numbers show that the parish is still young (both in time and members) with 1221 of our total 2773 members under age 19. Calendars for extra-curricular activities and an overall school activities calendar are being worked on, with hopes to get them out soon to families. If you have extra-curricular activity requests or ideas, please let a council member know. Possibly thinking of a pilgrimage to various locations around Iowa/neighboring states in the future. If interested, contact Emily Haack. An overview of the parent survey results were covered including middle-school preparation for

high school, activities and communication. The Council and administration will start to work on a deeper dive of the results with plans to send out a summary and action steps in the next couple of months. Looking for additional members to join the Council. If interested, or know of someone, contact Fr. Ken or Principal Hade. The August meeting was moved from August 23 (the night before school starts) to Wednesday, August 16 at 7:15 pm. The next Leadership Council meeting is Tuesday, June 27, 2023; committee meetings will meet prior to the Leadership Council which begins at 7:15 pm.

May Leadership Council Report 2023

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 3/9/2023)
 - Kindergarten: 43
 - First Grade: 37
 - Second Grade: 39
 - Third Grade: 39
 - Fourth Grade: 43
 - Fifth Grade: 34
 - Sixth Grade: 37
 - Seventh Grade: 19
 - Eighth Grade: 16 Total
 - Students: 307
- What is keeping us busy?
 - Pray:
 - Living Rosary led by Middle School Students
 - Prayer service for 8th-grade students
 - Rosary in classrooms
 - May Saint of the Month~ Dedicated to our Mother Mary
 - Teacher Prayer
 - Mrs. Reis was able to sit in on Father Friday with 6th grade
 - First Communion Masses
 - Kindergarten classes led mass
 - Learn:
 - Meeting with Heartland Reading Consultant about professional learning for next year
 - Finishing FAST and MAP assessments
 - 504 Plans reviewed
 - IEP meetings
 - DCHS ambassadors reading with 1st-grade students
 - ISASP preliminary data
 - Data Day- looking at spring data and preparing for the Fall

- Walk-throughs in classrooms
 - STEM training for Mrs. Hazel, Mrs. Stevens, and Mr. Klocke
 - Meeting about student needs with parents
 - Serve:
 - Mission Days-
 - Blank Park Zoo
 - Middle School students cleaning gravestones
 - PBIS Longhorn Buck Staff challenge
 - Offering support where needed
- Success
 - 6th grade students went to DCHS for the spring musical
 - Celebrating Administrative Assistant, Nurse, and Teachers
 - 2nd grade went to the Science Center
 - 5-8th grade music/band concert
 - Longhorn Da\$h and Teacher Dash and Field Day
 - 1st grade went to the zoo
 - 4th grade went to Living History Farms
 - 8th graders enjoyed decorating planters and going bowling.
 - Administrators helping out Middle School staff and students
 - Kindergarten Round-up!
 - Tours
 - Enrollment~ 348!!! This is as of 5/17/2023.