

St. Luke School Commission Meeting Minutes
Thursday, April 10, 2014, 7:00 PM

The meeting was called to order at 7:05 PM.

In attendance: Andy Bauer, Matt Behringer, Andy Borland, Pat Crossin, Karen Dickinson, Wendy Mehringer, Sue MacGill, Tim O'Brien, Eileen O'Brien-Metzger, Charissa Osborne, Rob Shumaker, Michele Tillery, Steve Weber;

Excused: Nicole Duncan, Beth Leffler, Msgr. Schaedel

The March 4, 2014 meeting minutes were approved with no dissent.

Principal's Report – Steve Weber

- **School Improvement Plan:** The School Improvement Committee is finalizing the two primary academic goals that will become part of both our accreditation and the strategic plan. The two main goal areas for 2014-2017 are:
 - 1) Students will improve reading comprehension. The strategies include increasing vocabulary, stressing “close reading” techniques, small group interventions, reviewing and updating grade level reading lists. Professional development is planned for the summer and fall.
 - 2) Students will improve math computation and problem solving. The strategies include weekly computation practice and assessments, differentiating math groups to challenge and support students as needed, the use of technology to provide practice opportunities, and real life problem solving.
- **Technology Committee Report:** The parish is coordinating an upgrade of our technology infrastructure this summer to expand our “bandwidth”. WIFI “airports” will be added before the end of the year. In addition, the committee recommends a pilot 1-to-1 program beginning with grades 5 and 6 for next fall. Continuing professional development of staff to best utilize the technology and expand beyond simple electronic textbooks is planned.
- **Parent Survey:** The parent survey came back and is being reviewed. While 90+% felt positive in all areas on the formal survey questions, the written comments continued to express concern over “common core” using very similar language. There was a strong repetition of “classical Catholic” education terminology.
- **Discipline Committee:** The teacher survey and some parent survey data showed a concern about “uneven discipline”. The discipline committee, chaired by Mr. Scott, is reviewing current policy and practices. There was common agreement that what is appropriate for primary grades is not always appropriate for upper grades. We also will look at simplifying and clarifying the discipline language in the handbook.

- **Citizenship/Conduct grade:** The middle school team developed a Citizenship/Conduct grade that will be added to the fourth quarter report card. All students start out each week with 100% (A) and most will maintain that A. Students who violate standards will lose part of that 100%. Students who maintain a high behavior grade will have a celebration or extra recess activity built in as recognition of their effort. The Citizenship/Conduct grade will appear on the report card and transcripts. The committee liked the idea of expanding the Citizenship/Conduct grade to lower grades.
- **Enrollment to Date:** (Mrs. Tillery) 54 kindergartners have been accepted and have confirmed their intentions to enroll. Enrollment is at or above 62 students in each grade. Grades 3, 5, 7 are at or above capacity. Total enrollment is projected to be between 581 and 592 total students.
- **Buildings and Grounds:** EMS, our cleaning company, has provided, as a pilot, a person to clean common areas and restrooms during the day. The buildings and grounds committee is developing a plan to respond to concerns about cleanliness and maintenance.

President's Report – Andy Bauer

- Parish Council discussing ways to prepare incoming parents, especially non-Catholics.
- Fall Festival preparations have begun.
- Nominations for School Commission Candidates are being accepted.

Strategic Planning – Sue MacGill, Charissa Osborne

- We had previously reviewed the first two pillars of Strategic Plan, the **Development** and **Technology** pillars. Both pillars were approved by the Commission with inclusion of changes discussed previously.
- Mr. Weber proposed altering the timeline for goal one of the development pillar to range from Summer 2014 – Spring 2015. The Commission voted unanimously to approve this change.
- **Facilities** pillar: At the request of the Buildings and Grounds committee, discussion and voting were tabled until next Commission meeting.
- **Academic Excellence:** The outline of a pillar addressing academic excellence was discussed. The Commission will continue that discussion at the next meeting with the goal of voting on the issue at that time.

Committee/Liaison Reports

- Finance – Tim O'Brien –
 - Presented budget for 2014 – 2015 school year. The details have been emailed to Commission members who have agreed to review the reports and to vote via email on approval.
- Nominations – Rob Shumaker – Currently being accepted. Nomination period ends on May 7th. Elections will be held during masses on May 10 and 11.
- Faith Formation – Matt Behringer – no meeting

- Buildings and Grounds – Pat Crossin
 - A room-by-room assessment has been performed to determine cleanliness issues. Staff indicates that progress has been made.
- Stewardship – no report.
- PTO – Nicole Duncan (presented by Andy Bauer)
 - **Thaw out Thursday** was a success. The cafeteria was decorated like a beach-theme/snack shop. Bongo Boy in-school enrichment provided performances for grades 1,2,4,5. All kids received sunglasses at the end of the day to wear during dismissal to carpool.
 - **K-3 Movie Night** featuring "Frozen" was scheduled to be held on April 11th.
 - **PTO Hot Dog Nite** will be held on June 25th.
 - **Teacher Innovative Grant** - Recently approved a grant for Ashley Stewart, 4th grade teacher, for a pilot program to bring stability balls/chairs into her classroom. Balls will be purchased in the next few months so teacher training may occur over the summer. Studies have shown that this helps with student concentration, calming ADHD tendencies, improved test scores and more. Ashley will "test" them during the first half of the year and if proven successful, additional balls will be purchased to outfit entire 4th grade classrooms. The grant was approved to allow for purchase of up to 75 balls plus training. Use of balls will not be mandatory, but rather available for any students who prefer to use them, with teacher approval.
 - PTO reviewed its **2014-2015 proposed budget** and will vote on it this month for final approval and submission to Parish Office.
 - PTO is currently **recruiting and accepting nominations for 2014-15 Board**.
- Pastoral Council – Eileen O'Brien-Metzger.
 - Seeking nominations for Parish council. Election is coming up.
- SLAC – Andy Borland – no meeting. Next meeting April 28th.
- Parish Communications –no report.

Open Forum

School parents and parishioners Suzanne Sherby and Karen Melbert provided comments and suggestions on possible improvements to the school, especially in the area of curriculum:

- They and other parents had been concerned about the Common Core and still hope for St Luke not to be tied to those standards.
- Mrs. Sherby supports incorporating Latin into the curriculum and believes that there is room for improvement in the literature program.
- Both Mrs Sherby and Mrs Melbert expressed support for the consideration that St Luke adopt the Classical Educational model.

New Business

- Discussion was had concerning Monsignor's suggestion that it would be possible to arrange a presentation on Classical Catholic Education by Father Peter Stravinskis, the Executive Director of the Catholic Education Foundation. The Commission voted to recommend that Mr. Weber discuss this possibility with Monsignor Schaedel and

determine whether such a presentation would be helpful in future curriculum development.

Closing Prayer was said.

Meeting was adjourned at 9:35 P.M.

Respectfully submitted by Andrew Borland, School Commission Secretary

Important Dates:

Next School Commission Meeting: Tuesday May 6th, 2014 at 7pm

Next Executive Committee/Finance Meeting: April 29th, 2014