

St. Luke School Commission Meeting Minutes

Tuesday, December 3, 2019, 7:00 PM

In attendance: Katie Kumler, Kevin Stitle, Beth Borland, Elizabeth Kissel, Rob Stapleton, Katee Schrage, Larry O'Bryan, Kevin McCusker, Jen Schaefer, and Msgr. Schaedel

Katie Kumler called the meeting to order at 7:06 PM. The School Commission opened the meeting with a prayer.

The School Commission unanimously approved the minutes from last meeting.

Rob Stapleton gave an update from the finance committee. The change to the National School Lunch Program is likely going to proceed.

Katie Kumler gave an update from the SLAC. SLAC is trying to reorganize itself to make decision-making by the committee smoother and easier.

Katie Kumler also gave an update from the Parish Council. The Parish Council reviewed all of the ministries and, in particular, reviewed the mission statements for each ministry. There will be a push for revising the mission statements and selecting a patron saint for each ministry. The Parish Council is still pursuing an update to the parish and school website. The parish and the school will develop a list of features that an updated website should have such as embedded video, and a vendor will be selected that can meet those requirements.

Elizabeth Kissel gave an update from the Building and Grounds Committee that she received from Mary Jo Woodside. There were some radiators leaking that have now been repaired. There was a leaking sprinkler that caused some damage over the weekend before Thanksgiving. That leak has been repaired as well. The School Commission discussed some ongoing issues in maintenance, such as delays in cleaning up leaks and cleaning carpets and the possibility of the presence of mold or radon in the school. The liaison to the Building and Grounds Committee will bring these issues up at the next meeting.

Kevin McCusker discussed a revision of the School Commission governing documents.

Beth Borland reviewed the issues in traffic flow in the parking lot by the gym. Currently, there is insufficient parking, leading to chaos when there is pickup at certain times such as at after school enrichment. Additionally, some people will idle sitting at the curb, leading to kids running out from behind the idling cars without warning to passing cars. Starting in January, pickup for after school enrichment will be at the main parking lot, which should relieve some of the pressure on the gym parking lot.

Jen Schaefer reviewed current enrollment, which is now at 563. The open house was a success, with 16 families coming through.

Elizabeth Kissel reviewed the Principal's Update. She provided the 3-year tuition model that was prepared last year, and Rob Stapleton reviewed the tuition model. The School Commission

discussed the possibility of moving some of the fees such as the kindergarten fee and reenrollment fee up into the tuition.

Beth Borland gave a brief safety update. Starting next year, at least five staff members must be trained in “stop the bleed.” Several staff members have now undergone that training.

Monsignor closed the meeting with a prayer at 8:41 PM.

Respectfully submitted by Kevin McCusker, School Commission Secretary

Appendix

- I. Principal's Report (pp. 4-5)
- II. Summary of Pastoral Council meeting (pp. 6-7)