

St. Luke School Commission Meeting Minutes
Tuesday, December 3, 2013, 7:00 PM

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

In attendance: Andy Bauer, Matt Behringer, Andy Borland, Karen Dickinson, Nicole Duncan, Beth Leffler, Sue MacGill, Wendy Mehringer, Tim O'Brien, Eileen O'Brien – Metzger, Charissa Osborne, Rob Shumaker, Michele Tillery, Steve Weber;

Excused: Msgr. Schaedel, Pat Crossin

The November 3, 2013 meeting minutes were approved with no dissent.

Principal's Report – Steve Weber

- **Site Visit Notes:** On November 12, a team of twelve principals, teachers and Office of Catholic Education staff reviewed our school improvement plans and our progress toward meeting those goals. The team interviewed all teachers and staff, as well as parents, students, parish and school administration. The team observed all teachers. We received a verbal report at the end of the day. A written summary will come later, but here is a summary of the verbal feedback we received. This was based on what the team heard in the interviews and observed.

Commendations: strong Catholic identity; strong academics and teaching; good articulation across curriculum and grade levels; strong resource program; caring staff; sense of community; supportive parents and parish; strong administrative team; strong retreat program; buddy program and service projects; growing technology use.

Challenges: need for infrastructure upgrade and support of technology growth; an updated technology plan; cleanliness of building; review middle school code of conduct for consistency; some space issues; how to bring students and parents into our Catholic school culture; while generally good, some uneven grade level communication; stronger, perhaps broader foreign language program; increase of counseling due to divorces and changing demographics.

A more complete written report with specific recommendations will come before Christmas. All of this will be used to continue our support for improving an already very good school, to an even better school as part of the strategic plan.

- **State Releases School Ratings:** The state Department of Education finally released the school rating scores. St. Luke is again rated as an **A** school. ISTEP+ Passing rates for St. Luke are listed below

Grade	English/LA	Math
3	97%	92%
4	97%	97%
5	97%	100%
6	97%	99%
7	97%	95%
8	99%	96%

Total Pass ELA 97% Math 96% Pass both ELA and Math 95%

- **Enrollment:** It is too early to give numbers. The early application for new students and siblings is this Friday. The letter of intent for 14-15 is due December 13.

President's Report – Andy Bauer

- Update since last meeting
- Parish Council update.

Strategic Planning –

- Still on timeline.
- Discussion had regarding development of pillars of plan.
- Areas of focus are Facilities, Enrollment and Retention, Marketing and Development, Academic Excellence, Catholic Identity.
- Strategic Planning Committee will summarize the goal and action plan and Commission members will identify priorities prior to the next Commission meeting.

Committee/Liaison Reports

- Finance – Tim O'Brien –
 - Recommendation is for 1.55% tuition increase for the 2014-2015 school year.
 - This is an increase of \$60 for the first child.
 - First child parishioner tuition would be increased from \$3,875 to \$3,935. This is still the lowest tuition in the North Deanery.
 - There would also be a \$40 FACTS fee per family.
 - There is also a proposal to increase the discount for a 5th child to 60%.
 - Motion to approve 2014-2015 tuition, passes with no objection.
 - Motion to increase 5th child tuition discount to 60% passes with no objection.
- Nominations – Rob Shumaker – no report
- Faith Formation – Matt Behringer – Marriage on Tap has been a big success.
- Buildings and Grounds –(Beth Leffler in Crossin's absence)– New lights going into South Gym; New tile going in in part of school.
- Stewardship – Beth Leffler – There were 127 sign-ups at the ministry fair.
- PTO – Nicole Duncan

- Celebrate India week was a success.
 - PTO sponsoring St. Nicholas day celebration on December 6th.
 - Staff and teacher luncheon will be held on December 13th.
 - There will be a visit from Santa on December 20th.
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- Pastoral Council – Eileen O’Brien-Metzger – Parish Survey results presentation.
 - SLAC – Andy Borland – Diane Anglen leaving as Co-Athletic Director at end of December.
 - Parish Communications – Karen Dickinson – Looking for ways to improve and enhance communications.

Pastor’s comments – N/A

Closing Prayer was said.

Meeting was adjourned at 8:50 PM.

Respectfully submitted by Andrew Borland, School Commission Secretary

Important Dates:

Next School Commission Meeting: February 4, 2014 at 7pm

Next Executive Committee/Finance Meeting: January 28, 2014