**St. Luke School Commissions Meeting**

 **February 2, 2021**

**Attendees:**

**Present**: Msg. Schaedel, Jonathan Grismore, Jen Schaffer, Kevin McCusker, Katee Schrage, Katie DeLisle, Katie O’Brien, Larry O’Bryan, Mary Jo Woodside, Kevin Stitle, Mary Beth Cloud, Rob Stapleton, Joe Heidt

Monsignor opened the meeting with a prayer at 7:10 p.m.

The election for new members to the School Commission was discussed. We are a little out of the traditional order due to Covid. It was recognized that the traditional format for the election would not be practical. Three of our members agreed to remain in place for this year. Kevin Stitle will be responsible for the election process this year. Discussion will continue at the March Meeting. It was also determined the schedule we are currently running for 3 members for each of the years. We have needed to add people as we have had several members need to withdraw as they were moving from Indianapolis. Kevin will be soliciting people interest in running for the Commission in the Weekly Bulletin and the Ram Page.

Budgeting issues were discussed by Larry O’Bryan. One of the difficulties we are having to set the tuition is we do not know from Archdiocese is what the raises will be for staff. Staff did not receive a raise last year.

The Mathematics Adoption process and composed of grade level teachers led by Mr. Grismore and Kate Bruner have decided upon adoption of McGraw Hill, Revel program grades K-8. Next year the Committee will begin looking at materials for Language Arts adoption.

Power School is going to go live for St. Luke’s on July 1. It will initially be pushed out to 10 support people to learn program and be the support as entire staff begins to use this program. Training is scheduled in August. Initial phase with be database and communications.

Beginning in start of school 2021-2022, the Middle School will consist of grades 5-8. Classroom teachers will have a homeroom and teach specific content subjects such as all of Social Studies. Teachers are excited about this and looking forward to change. All of the lower level will be on the same time schedule

Strategic Plan: The revised and updated Strategic Plan was presented during the February meeting. This was a high-level overview with actions plans connected to the plan items.

Discussion of Strategic Plan generated several suggestions and ideas that were discussed:

1. Regularly scheduled maintenance of the technology
2. Budget process for school needs to should reflect needs potentially as far out as 3-5 years.
3. Continue to improve forecasting of school enrollment.
4. Develop a multiyear plan: if this…..then
5. Expand search for grant opportunities. Members were asked to explore grant possibilities from their places of employment.
6. Recognize the amount of subsidy that the Parish collections provide to support tuition and keep it down.
7. Discussion on how to increase enrollment by illustrating our accomplishments e.g. A level school rating, smaller class size, foreign language, two types of Music instruction
	1. Ads in Zionsville and Carmel Monthly magazines.
	2. Ads in Williams Creek and Meridian Hills magazines
	3. Catholic radio station
	4. Criterion
	5. IBJ
8. Also discussed the use of the Great School website pages to support the strengths of St. Luke School.
9. Feedback/Comments on Strategic Plan will be provided in April and approved at May meeting

Tuition will be again discussed in March and approved in April. It is hoped by March meeting we will have the information from the Archdiocese on teacher raises. It was moved by Larry O’Brien and seconded by Joe Heidt that we would have a 3.5% increase in tuition. Additionally, a final decision needs to be made on music charges.

Monies raised from the Trivia Night will be used to help fund technology purchases.

Additional discussions on assistance of parents at the Athletic events such as ticket taking, concession stand, etc. There was discussion that parents could opt out of this by paying a fee such a $50.00. Deferring to SLAC Committee and Jay Snyder.

Need to have rumble strip used to slow down people replaced. Traffic in back area is terrible with parents double parking. Children are racing out of practice and not paying attention.

Recommendation to have another light installed over back entrance to gym (over what would be concession stand) to make safer as children go in and out the back doors from practice or games.

Discussion of selection process for Room Mothers

Current enrollment is standing at 529 students. We will have a report on the Intent to Return at March meeting. We will also have an update on the incoming Kindergarten enrollment.

Mr. Grismore to remind staff that the PTO budget will provide teacher grants from monies raised from the PTO fundraisers. Teachers must provide a proposal for request.

Meeting was adjourned at 8:05 p.m.

Respectively Submitted

Mary Jo Woodside

February 1, 2021