

St Luke School Commission

Monthly Meeting

10.23.2024

Pastor: Fr. Chad Green

Principal: Rick Boyle

Commission members: Monique Cohen, Chair; Eric Blom, Vice-Chair and Parish Liaison; Elizabeth Buchner, Secretary; Adam Fluckey, School Finance Chair; Scott Coil; Lacie Hansen; Erica Knauf Santos; Anna Liza Lopez; Mildred Medina; Bryan Presto; Young Ritzo; Jason Therell; Frank Trieu; Jackie Zevenbergen
Parents' Club President Commission Member: Stephanie Wall

23 OCTOBER 2024 / 4 PM / St Luke Parish Center

AGENDA

Opening Prayer

1. **Call to Order**
 - 4:02 call to order. Stephanie led opening prayer

2. **Roll Call**
 - Frank and Scott absent. All others present

3. **Approval of Minutes**
 - Minutes of June 5, 2024 and September 24, 2024 meetings

Minutes from 6/5/24:

- Eric motioned to approve
- Erica seconded
- the minutes passed unanimously

Minutes from 9/24/24:

- Erica motioned to approve
- Jason seconded
- the minutes passed unanimously

Briefings

4. **Pastor's Report - Fr. Chad Green**
 - Fr. Green is meeting with people leading ministries / apostolic leaders
 - In new year, will look to hold meetings with parishioners in smaller groups (12 or so)

- Will also be involved in principal search
- Fr. Green reports Archbishop's blog has updates on the Archbishop's experience at the synod this month
- Partners in the gospel update: perhaps consider joint meetings with parish councils in the new year, but there are no immediate plans for finance councils to meet because finances will be separate in the medium term and confidential information cannot be shared

5. Principal's Report - Rick Boyle

- Endowment is doing well: PRF \$1.2 Mil in reserves
- School is gaining enrollment
- Great open house this month
- 2 students returning to PYP this fall, interest in MYP
- Concern for saving space for parishioners who may want to send their kids here
- 70-80% of families are receiving in parish tuition
- Heading into IB reauthorization process. Guest speaker Meaghan Roach:
 - Four areas of IB philosophy: purpose, learning, culture and environment. We must show standards & practices across these four areas for reaccreditation. Work to be done:
 - 1. Complete self-assessment questionnaire: have been doing at staff weekly meetings
 - 2. Will send 3-4 areas of need (areas needing development) to parents, commission, other stakeholders to ask for feedback
 - 3. Set up a program development plan and then share how it was selected, planned, implemented, analyzed, and reflected and learned about
 - Program development plan needs to be submitted by May (12 week lead time prior to fall visit)
 - IB authorization requires that the school have a leadership team that demonstrates and lives IB standards and principles but does not necessarily need IB work history.

Discussion and Possible Action

6. Finance Committee Update / Tuition - Adam Fluckey

- Want tuition set by 11/1
- Currently at 80% of comp for teachers/staff vs. Shoreline public school comp (up from 69% 3 years ago) largely due to tuition increases. Currently seeking alternative sources of funding to reach 90% (90% benchmark goal is set by the Archdiocese)
- Discussion of potential tuition models for school:
 - Commission does not want to out-price our community
 - Comment to consider the large tuition gap for out-of-parish families here vs. what non-Catholic independent schools in the area charge in tuition (Evergreen, Kings)
 - The opportunity to evangelize families who begin as out-of-parish families was mentioned
 - Is there data from teacher exit surveys from past years to see if salary was a factor in non-renewal? Rick to provide for next meeting

- What draws families who are out of parish? 1) community 2) IB 3) students needing learning resources center (didn't meet state intervention requirements)
- Another data point: why do registered parishioners choose not to send their children to St. Luke School? Can we get information on this?
- Another point to consider: what is the impact of proposed Shoreline public school closures on teacher comp—there will be layoffs in public schools
- Cost to educate per student is \$14K
- Proposal: vote to support the finance committee's work on tuition. Committee will review feedback from the meeting and share a revised proposal with the Commission. Further vote to reach out individually to families following publication of 2025-2026 tuition, sharing options (Fulcrum, scholarship, etc)
 - Motioned: Jackie; seconded: Mildred.
 - All in favor: passed unanimously
- Action: All commission members to send feedback by Friday (10/25) to the finance committee to be incorporated into their revised tuition proposal

7. Set Committees and Goals for 2024-2025 school year

- Committees were set for the year as follows:
 - Domain 1: Mission & Catholic Identity: Lacie, Young, Eric, Elizabeth
 - Domain 2: Governance and Leadership (principal search, strategic plan): Monique, Jackie, Erica, Mildred, Frank
 - Domain 3: Academic Excellence (IB Authorization): Anna Liza, Jackie, Elizabeth
 - Domain 4: Operational Vitality (finance): Adam, Jason, Scott, Bryan
- Action Items before next commission meeting:
 1. Look at benchmarks from NSBECS
 2. Choose top 3 benchmarks to focus on for each committee
 3. Create a strategic plan per benchmark with a timeline for achieving each plan

Other Business

8. St. Luke Athletics and CYO

- Concerns have been raised over money that has been fundraised for CYO and how it has been spent
- There was money raised to support CYO and was spent by the Athletic Director in ways differing from how those who donated the money wanted it spent
- The Athletic Director reports up to the parish, but there is overlap with the school
- Suggestion for Parish Liaison (Eric): liaise with parish office to understand the process and governance of the Athletic Director

Closing Prayer

5:58 pm Stephanie closed the meeting in prayer