

St Luke School Commission

Monthly Meeting 2/28/24

Pastor: Fr. Brad Hagelin

Principal: Rick Boyle

Commission members: Monique Cohen, Chair
Lacie Hansen, Vice-Chair
Elizabeth Buchner, Secretary
Eric Blom, Adam Fluckey, Erica Knauf Santos, Jackie Zevenbergen
Mildred Medina, Parents' Club President

AGENDA

Opening Prayer

1. **Call to Order** Monique called the meeting to order 6:34 pm
2. **Opening Prayer** Erica
3. **Roll Call** Absent: Fr. Brad Present: Principal Boyle and all Commission Members
4. **Approval of the minutes** Monique asked for minutes from the 1/31/24 meeting to be approved. Erica motioned to approve, Eric seconded, all voted in favor. Minutes are approved.

Briefings

1. **Pastor's Report - Fr. Brad**
 - Skipped - Fr. Brad absent.
 - Eric Blom nominated for Parish Liaison. Motion to appoint: Erica. Seconded: Jackie. Unanimously approved.
2. **Principal's Report - Rick Boyle**
 - State of the school on zoom tomorrow at 6:30 pm (it will be recorded)
 - Perception survey results delivered by Eric (he will deliver a presentation on the results at the state of the school zoom tomorrow).
 - 67% NPS score which is "great" compared to school benchmark
 - Should we run this multiple times a year? To specific groups? (Students, parents, teachers/staff)
 - Next steps: Follow up with the people who requested a follow up, and set SMART goals to address issues listed

Discussion and Possible Action

1. Commission Bylaws Amendments

- Proposed edits to the bylaws were distributed in advance of the meeting.
- Should we adopt the archdiocesan bylaws and use those to replace our specific ones?
- Commission should reflect the school community and should include non-parishioners in our case to reflect the demographic of the school as per the archdiocesan bylaws
- Questions were raised regarding content and wording
- Action items: Monique and Erica will review and do another pass and bring back to the next meeting to be discussed and voted upon
- Proposal for a standing Endowment Committee to be formed underneath the Commission; it could also have non-Commission members
- Rick to email Pam Schwartz at the archdiocese regarding our bylaws

2. Commission Membership

- We are short two members and need to fill those spots
- Jason Therrell and Scott Coil were nominated to join the Commission. Each was voted on separately. Both were voted in by current Commission members.
- Action item: Commission member recommendations to be sent to Monique
- Advertise Commission openings - in WRAP?

3. Transition of Leadership

- We should be prepared for a new pastor next year. How do we onboard a new pastor for all his responsibilities?
- How do we onboard new commission members?
- Rick's future undecided but he is likely to return next year for his final year. He will see through the transition year with the new pastor and then will retire, PENDING learning who the new pastor will be.
- Critical that we are following the NESBCs as a Commission
- Suggestion of hiring a Vice Principal to then train new principal
- Commission will be the search committee for a new principal

Closing Prayer

Erica

Meeting adjourned: 8:12 pm