

## St. Luke School Commission Meeting

Minutes from 9.27.23 (recorded by Elizabeth)

Present: Monique, Lacie, Erica, Lindsey, Jackie, Elizabeth, Fr. Brad, Adam, Mildred, Rick

Guests: Pam Schwartz (from the Archdiocese); Jason Therrell (from the school finance committee)

Absent: Eric

- Monique opened the meeting 6:35 pm
- Opening Prayer - Rick
- Formal vote to nominate (Erica, Jackie seconded) and approve Monique as chair: all voted in favor
- Monique nominated Lacie to be Vice-Chair, seconded by Elizabeth. All voted in favor.
- Monique nominated Elizabeth to be Secretary, seconded by Lacie. All voted in favor.
- Commission Training presented by Pam Schwartz, Assistant Superintendent of the Archdiocese.
  - The commission's role and scope of its responsibility:
    - The school commission serves as a consultative board to give recommendations to the school principal and pastor. These recommendations must be listened to but there is not an obligation to follow them. When the pastor or principal elects to go against the recommendation of the commission, they should be transparent on why they have made their decision.
    - Areas of focus for the commission: strategy (capital campaign, tuition, campus master plan); vision (mission statement); policies
  - Key expectations for commission members:
    - A commission member must always publicly support the decisions made by the principal and pastor, even when they privately disagree.
    - Keep details of discussions private and confidential
    - Meet monthly. Record and publish meeting minutes.
    - Support the school's mission, including its religious, educational, communal, and financial vitality
    - Serve on subcommittees
    - Participate in trainings/faith formation
    - Evaluate the principal and self-evaluate the commission: annually
    - Criteria for selection to serve: current school parent or parishioner, interest in & commitment to Catholic education, attend monthly meetings, support the Catholic faith, but no requirement to be Catholic
- Minutes from the June meeting were reviewed: motion to approve (Lacie), seconded (Erica), all voted in favor. The minutes were approved.
- Pastor's Report
  - Partners in the Gospel:
    - Draft parish family has been announced: Christ the King
    - Asked all commission members to attend one of the three feedback sessions being held

- Pray for success of Partners
- Principal's Report
  - Request for the Commission to review 5 policies and submit input (a ha's, takeaways, and questions) to Rick and Monique by October 15th. Commission members to review the policies as follows:
    - Language Policy: Adam, Eric
    - Assessment Policy: Jackie, Lindsey
    - Policy of Respect - HIB (Harassment, Intimidation, Bullying): Mildred, Lindsey, Erica
    - Inclusion Policy: Monique, Mildred
    - Academic Honesty Policy: Lacie, Elizabeth
- Finance Committee
  - Begin to consider the 7 proposed goals from June's meeting and how we might move forward with them, to be discussed more at next meeting
- Closing Prayer: Fr. Brad
- Meeting was adjourned 8:15 pm