

St Luke School Commission

Monthly Meeting 02.26.2025

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

22 FEBRUARY 2025 / 4 PM / St Luke Parish Center

AGENDA

Opening Prayer – Frank Trieu

- Call to Order – 4:05pm
- Roll Call –

Present: Monique Cohen, Chair; Eric Blom, Vice-Chair and Parish Liaison; Adam Fluckey, School Finance Chair; Scott Coil; Lacie Hansen; Erica Knauf-Santos; Mildred Medina; Bryan Presto; Young Ritzo; Jason Therell; Frank Trieu; Stephanie Wall; Jackie Zevenbergen.

Excused: Elizabeth Buchner; Anna Liza Lopez

- Approval of Minutes
 - Minutes of January 22, 2025 meeting
 - Jackie motioned to approve
 - Adam seconded
 - Passed unanimously

Briefings

- Principal's Report – Rick Boyle
 - Reminder: State of the School tomorrow night (2/27/2025)
 - Went over previous year's NPS survey
 - Weaknesses: Security and Instruction Differentiation
 - Security
 - Increased security personnel at large events
 - Camera installed on upper field
 - Instruction Differentiation
 - MAP test

- i. Some students' results were lost, and they were required to re-take the test
 - ii. Acadience test
 - Dr. Frank and Brook Bower: Increased LRC involvement
- Reset of the Budget
 - Prior problem of the calculation of 4201.80 (Tuition - School)
 - FinalSite calculated and reported a higher number than actual.
 - Over Budget by \$60k
 - Made adjustments from Annual Fund and other places
 - Now tracking closer/better than we were before
 - After March 15, we will have a real number for tuition in FinalSite
 - Scott: Tuition was set prior to having hard numbers...It's a timing thing.
- NSBECS
 - Rick quizzed the Commission Members on the 4 Standards
 - Asked how Members would explain Standard 1 Mission and Catholic Identity to non-Catholics?
 - Catholic Identity
 - There is a perception that there are more and more non-Catholics at School now
 - What does Mission and Catholic Identity mean to these people?
 - Encouraged that some family members were brought into the Catholic Faith through their children's schooling.
 - Curious to see how many fallen-away Catholics have returned for the same reason?
 - Staff will be divided into the Standards and connected to the Commission committees to dive deeper
 - **Staff Goal: By May, have a framework for a 2-5 year strategic plan to focus on a benchmark (or two) for 25-26 school year**
 - Staff to work with corresponding Commission Members to solidify which benchmarks to focus on
 - NPS survey: 10 detractors
 - Governance
 - Principal Search
 - There is information about this in Flock Note, as well as the WRAP
 - It was hard to find because a link needs to be clicked to view the entire WRAP message
 - It's moved up now though
 - Academic Excellence
 - Setting the goal for next year based on the data that we have
 - Migrating to Toddle caused us to veer away from the original plan
 - Operational Vitality
 - Focus on Partners in the Gospel

- Enrollment is strong: predicting 468 for next year. A few students just started this (last) week, and another wanting to start later in the year
 - Some worried that the small-group feeling will be lost as class sizes grow
 - Class sizes are capped at 25 (seems to be the norm)
 - Went over Enrollment Trends chart
 - Factor that Rick thinks kept families enrolled: **Community**
- Eric: NPS Survey Results
 - Concept: Likelihood of recommending a product or service
 - Detractors, Passives, Promoters
 - Score of 56%: "Great" - Same category we were at last year, within the margin of error
 - Significantly smaller number of responses (132 vs 99)
 - For next year, send the survey as a standalone/direct email instead of within the WRAP
 - Or integrate the survey directly into the email
 - IDEA: Consider the cadence of sending the survey. Is one per year enough, or increase to two per year?
 - If two surveys are sent, there is an opportunity to make change and make people feel like their voices were heard
 - IDEA: Preface the survey that it is a 1-question survey so that people don't submit their survey prematurely
 - IDEA: sending a SMS text message as a reminder
 - IDEA: QR code for parents to scan while in pickup line
 - IDEA: Send two different links to In-parish vs out-of-parish families
 - So that we can note what "lens" the response was made from
 - No one gave us a 0 or a 1; but 10 detractors (scores of 5 and 6)
 - We only have two data points, we can't make any assumptions .
 - Continue sending the survey year-over-year so we can get more data, and treat the results consistently
 - Standouts:
 - Community (46 likes), Teachers/Staff (31 likes), Quality Education (17 likes)
 - Stronger Catholic Identity (7 dislikes)
 - Clarification that the band ranges from -100 to +100, so our score of +56 is very good
 - Suggestion to make the chart reflect this
- Pastor's Report – Fr. Chad Green
 - Emphasized his recent highlights: Fulcrum and Auction
 - Has been meeting with families entering into Kindergarten as well as families entering into the school
 - Setting the mutual expectation for in-parish rate
 - What it means to be "in-parish".

- Main goal is their faith and salvation, not so much the tuition rate
 - "How can I help them to get to church?"
 - "How can we help you to be more active in the parish community?"
 - Saturday Vigil covers the Sunday Mass obligation
- Scott: In-parish tuition does not cover the cost to educate...there is a gap.
- Fr. Green does the incoming interview, but how does the "re-up" happen each year?
- Eric: As the Parish Liaison, there's an overwhelming satisfaction with the school. How can we grow this?
- Lots of efforts on the Principal Search... lots of action over the last 4-5 weeks
 - Doing intakes and interviews
 - Starting to do in-person candidate visits and interviews
 - **Asking for suggestion on what visits and interviews look like**
 - As much as we are choosing a candidate, we want them to choose us as well
 - We should show the school and community well.
 - Does the Commission get to meet the candidates?
 - Introducing candidates to the Commission is like introducing your date to the "Cool Uncle"

Discussion and Possible Action

- Finance Committee - Adam Flucky - 3 main goals
 1. Simplified budget - Scott
 - Perform Budget Reset
 - Simplifying and doing a "Math-cast" to make a better starting point
 - Allows us an easier method to set future tuition rates
 2. Increasing endowment for salaries/expenses - Adam
 - Met with Fr. Green and Archdiocese about endowment
 - Commission should not engage the community on an endowment
 - We should focus on Partnering with Christ the King
 - Fr. Green spoke with the principal of Christ the King. They are eager to start working together as well.
 - Their Commission doesn't have sub-committees; They all work together on Finances
 3. Plan for school facilities - Jason
 - Worked with Hill, and a deacon (John) within the Archdiocese that specializes in this
 - Per John, we are the only parish that hasn't done a Life Cycle Cost Analysis yet.
 - Itemize everything that keeps the school running and list expected lifespan
 - Standouts:
 - Roof
 - 2 boilers (parish and school splits this cost)
 - Sewer line from the school to the parish needs to be worked on over the Summer

- Potential to reduce insurance and energy costs as updates are made

Other Business

- Future discussion topic: In-parish vs out-of-parish, tuition, and how it relates to the Partners of the Gospel

Closing Prayer

Fr. Green

Adjourned at 5:39pm