

St Luke School Commission Minutes  
2/2/2010

Members Present W. Kuhn, B. Kennedy, P. Crossin, D. Derringer, J. Archer, A. Nelson, S. Berenyi

Members absent J. Money, K. Leppert, D. Daniels, T. Miller

Non voting members present Steve Weber, Michele Tillery, and Jeanine Goldner

Approval of the minutes from last month's meeting was passed without objection.

President's Report (Bridgett Kennedy) ---attached

Marketing--- President Kennedy explained that we have been tracking and recording all of our marketing efforts so that we have something to work with for those same efforts in ensuing years. Issues like the number of flyers, mailings, yard signs, etc...

Open House---Went very well. Ambassadors were very helpful with greeting our guests and making them feel welcome. Our student tours elicited very positive feedback  
Again everything was tracked for use next year.

W. Kuhn expressed a concern that some guests did not get everywhere we wanted them to. M. Tillery assured the SC that every new guest was paired with someone to ensure that this did not happen.

Jim Archer was impressed with the Teachers being "out front" and very accessible

There is a meeting scheduled next week regarding the long term marketing plan. Fr. Casey wants real progress in the area of Alumni Relations.

Principal's Report (Steve Weber)—attached

SCRIP Program---Please read the principals report. A discussion ensued as to how the school will make sure to not run afoul of IRS guidelines. It was agreed that this will take a considerable amount of time and effort to promote and explain this program to our families.

Enrollment--- Eleven families have notified St. Luke that they are possibly not be returning next year. The exact number of students this reflects was estimated to be 14-17. Michele Tillery received calls from five potential new families yesterday. Steve Berenyi inquired that with these retention numbers, "are we on target for our enrollment plan"? The answer was probably not. Michele explained that five siblings that we hoped would attend KG next year will not. The reasons were waiting an extra year or attending a different KG.

This led to a Kindergarten discussion. We currently have forty committed KG students for next year. We have eleven potential siblings we think that are coming but they have yet to commit. We have six potential non sib KG students who have yet to commit. We currently have only three KG students committed for PM Half Day. If this number does not increase, those three students will be asked to move to AM Half Day. Those three are triplets and the parents have been warned. The viability of a PM Half Day KG should be known by March. The half day KG students will not be split up under any conditions.

Calendar—attached

Finance (Walt Kuhn)

December's collection numbers were up over the same month last year. This now gives us three of the last four months with an increase in collections relative to last year. However, we are still down overall due to a very difficult October. January's numbers are unknown at the time of this meeting. Walt met with Patrick J. and a recommendation for next year's tuition should be forthcoming soon. The amount of the Parish subsidy for next year will not be known until at least Feb. 16<sup>th</sup>. A discussion ensued as to whether a second SC meeting needs to be held this month. This may be needed so that we can discuss next year's tuition and then be able to vote on it at the regularly scheduled March meeting. It is agreed that this possibility will be discussed during the Feb 18<sup>th</sup> SC executive meeting. If the relevant numbers have been provided from the Feb 16<sup>th</sup> Finance Committee Meeting, then an impromptu SC meeting may be called.

Strategic Development (B. Kennedy)

It has been decided that the same exact survey will be conducted again this year. This will begin to provide us with a baseline for accurate measurement. Steve Weber asked for one exception in that a question(s) regarding faith development is added.

Pastoral Council (Doug Derringer)

Fr. Joe was very pleased with the Christmas Masses and the turnout.

Planning is under way for a big celebration of the 50<sup>th</sup> Anniversary of the founding of St. Luke Parish.

PTO (B. Kennedy)

Art Kiln Purchase

Annual Financial Report

A restructuring of our Arts and Enrichment was discussed

PTO will provide lunch for a large number of people at the upcoming Science Fair.

PTO is funding a remodeling of portions of the School Office.

Open Forum—Mary Jo Lynn, Katrina Schneider, Maureen Faul

Closing Prayer

Meeting adjourned.