

**Lumen Christi Catholic School
School Commission Meeting Minutes
Tuesday, May 14, 2019, / 6:30 pm**

Attendees: Joe Russell, Megan DeGuire, Kelly Fyfe, Julie McCarragher, Dave Sortino, Paul Manning, Kim Althaus, Craig Miller, Angie Lenzen, Patrick Harvey, Lisa Kass, Erin Strohbehn, Beth Crowley, Kelly Ryba, Robin Handal, Fr Dan, Craig Miller

Absent: Steve Sewart, John Germano

- 1) March minutes approved with a motion by Paul and approved by all.
- 2) Open Session
 - a) Fr Dan can only stay for a few minutes. He had a few tweaks for the Athletics Handbook, mainly asking that if there are any issues that cannot be resolved by the Athletic Director, that it goes to the Athletics Board before it goes to Fr. Dan. Fr Dan approves the handbook as written.
 - b) Fr Dan discussed that the new church will offer more opportunities for teaching Fine Arts liturgically, musically, and artistic. Current parishioner and music teacher (strings) John Patek has offered to help encourage more young people in the Fine Arts, ideally during the school day. John had been here previously and Kelly said several years ago we were moving in that direction, but the schedule didn't work for him. Next steps, Kelly will reach out to John.
 - c) School Commission Chair. Craig Miller will be assuming the Chair role.
 - d) School Commission Secretary - Beth will consider it.
- 3) "Word on the Street" -
 - a) Great 8th grader trip to DC!
- 4) Athletics Handbook
 - a) Kelly discussed the history. About a year ago, Dan came forward to School Commission presenting the Athletics Board recommendation to go parish-based. Over the past year, the Board has been preparing for this:
 - i) Board has added 2 Catholic Formation parents, Kelly Strifling and Chad VanLaanen
 - ii) Matt Cesarz drafted the Handbook based on the Arch and handbooks from other parish-based schools.
 - iii) Goal is to make it inclusive to encourage parish children participation.
 - iv) April 7th, conducted a parish family overview session for Athletics.
 - b) Feedback/Comments on the handbook,
 - i) Different academic standards for LC students vs Catholic Formation (CF) students. LC is based on multiple criteria, but CF is just based on grades. Believe need some flexibility on CF so it's not just based on grades (e.g.
 - ii) The group believes that a failing grade is too low of a bar for any student. They would like the bar to be higher.
 - iii) A student is defined up front as a member of the parish school, religious education, or homeschool. So does everything after that pertain to the "student" regardless of what type they are? It probably should.
 - iv) Attendance criteria - it should be defined.

- v) Craig suggested that there should be a “floor” and a “flag” when eligibility starts to be discussed.
 - vi) Add a clause, extending circumstances can be discussed with the Athletics Board.
 - vii) Team formation. If the numbers are such that it requires a split, what happens if there are only enough coaches for 1 team? Should the communication be that if coaches are not found, there would be no team at that grade / gender. This group felt yes.
 - viii) Should we say that we do not cut?
 - ix) Why is the Principal called out as the decision maker? Fr Dan can and has delegated to the Principal. Add a paragraph that outlines the “chain of command” (coach to AD to ...).
 - x) Medical conditions. Should we add that when there is a possible concussion, the coach runs through a concussion protocol before the student is allowed to play / practice? We reviewed the concussion form, and it puts the responsibility on the parent to follow-up. It does state that a child should be removed from play / practice if a concussion is suspected and the parent notified. This should be reinforced with students.
 - xi) Enforcement of parent responsibilities. Instead of saying “either” in point #2, it should say “both”. So if a parent is ejected, the child is ejected from that game and the next game.
- 5) Staffing update provided by Kelly
- a) 5K interviews held last week, interviewed 8 candidates. Identified 3 candidates that are coming back tomorrow to teach a class.
 - b) Middle school science teacher position posted. Interviews start next week.
- 6) Enrollment update provided by Megan
- a) Currently 319 registered for next year, that is up. Includes 51 new students, all but 2 grades are expecting new students! We are still missing 4 current student re-enrollment. 8 withdrawals, majority 4K > 5K.
- 7) Volunteering update provided by Megan
- a) At last Commission meeting, reviewed 2 different models. Since then, reviewed that with PA. Strategy is to engage parents in conversations and get them engaged into the volunteer opportunities.
 - b) Suggestion that identify opportunities for parents that work full-time during the day and cannot be
- 8) Committee Updates
- a) Technology - Kelly asked that Finance / Tech Committee look into school purchasing devices vs BYOD. This allows the device to be better controlled. Perhaps start with 6th grade and introduce there vs the whole middle school. Perhaps there is a fee associated with that.
- 9) Adjourned at 8:45pm.

ATTACHMENTS

2019-2020 Meeting Dates: June 18, Sept 10, Nov 12, Jan 14, Mar 10, May 12

Commission Members / Committees

- a) Secretary – John Germano
- b) Finance – Paul Manning
- c) Development – Steve Sewart, Angie Lenzen
- d) Evaluation – Robin Handal
- e) Technology – John Germano, Craig Miller
- f) Policy – Dave Sortino, Patrick Harvey, Beth Crowley

Pastoral Council liaison – Joe Russell