

**Lumen Christi School Commission  
Meeting Minutes**

<b>Topic</b>	School Commission Meeting
<b>Date</b>	12 November 2019
<b>Time</b>	07:00 pm – Start 08:34 pm – Adjourn
<b>Attendees</b>	Kelly Fyfe, Kim Althaus, Megan DeGuire, Dave Sortino, Craig Miller, Paul Manning, Lisa Kass, Julie McCarragher, Ken S, Nancy Maciolek
<b>Absent</b>	Steve Sewart, Angie Lenzen, Patrick Harvey, Erin Strohbehn, Beth Crowley, John Germano, Joe Russell

**1). Welcome**

- September meeting minutes approved with a motion by Lisa, seconded by Dave.

**2). Open Session**

- No Open Session Items

**3). “Word on the Street”**

- **Twilite Trivia** – The commission all felt that this year’s Trivia event was great, had an upbeat vibe, solid questions, and liked the Friday evening schedule. One improvement would be to give an update after each round as to the top 3 teams. Discussed if it would make sense to give an incentive for people to signup early.
- Megan updated the group on the volunteering statistics. In 2018-19, 50% of the families volunteered vs 80% for 2019-20 (86% of current families, as new families were given a pass for their first year).

**4). School Matters**

- **Enrollment update** - Megan shared an early forecast for 2020-21. The early forecast shows enrollment to be up, as the 8th grade graduating class is small.
- **Mid year tuition refunds/changes** - Policy change proposed and approved for registrations mid-year and withdrawals mid-year.
- **Refer a family** - Policy change proposed and approved. \$500 referral credit for 3K and 4K programs.
- **Special Needs Scholarship Program** - Kelly reviewed findings to date and a proposal for integrating at LC. Commission approved further analysis.

**5). Committee Updates**

- **Finance** - Paul updated that the group started discussing tuition for 2020-21. Also looking at making market adjustments to the bands in our pay for performance salary model to continue to close the gap between LC and public school.

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- **Technology** - Craig stated that analysis is underway for moving to a Chromebook leasing model for BYOD. There would be 2 parts to the solution:
  - level 1 would be similar to cameras on buses where there would be more visibility for the teacher as to what each student is doing on their device.
  - level 2 would be school-owned devices for which parents pay a fee.

### **Action Items:**

1. January meeting changed to Tuesday January 7th.

### **2019 -2020 Meeting Dates:**

Sept 10, Nov 12, Jan 7, Mar 20, May 12, June 16

### **Commission Members / Committees:**

- President – Craig Miller
- Secretary – Beth Crowley
- Finance – Paul Manning
- Development – Steve Sewart, Angie Lenzen
- Evaluation –
- Technology – John Germano, Craig Miller
- Policy – Dave Sortino, Patrick Harvey, Beth Crowley
- At Large – Lisa Kass, Erin Strohbehn

Pastoral Council Liaison – Joe Russell

Faculty Representative – Julie McCarragher