



# ST. THERESA CATHOLIC

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## St. Theresa Catholic School Leadership Council

August 31, 2023, 5:45 pm

Meeting called to order at 5:55 pm

Council members present: Vicki Nolan, Amanda Dvorak, Mary Drazi, Amanda VanWyk, Laura Sarcone, Gretchen Watznauer

- 1) Welcome and Prayer
- 2) Approval of April 17, 2023 and May 16, 2023, Meeting Minutes – defer minutes for later approval.
- 3) Open Forum – none.
- 4) Administrator Report – Gretchen provided an update on staffing, three new teachers this year, and current hirings. Our current student enrollment is 272 students 3 year old-8<sup>th</sup> Grade. The mass schedule will be available soon. There was a parent request to video/audio record Leadership Council meetings. Gretchen asked the Region Office and they stated Agendas and Minutes will be the official recording of meetings. There is an upcoming parent meeting for the new programs and curriculum this school year (e.g. Leader in Me, I Love You Guys, literacy curriculum, etc.)
- 5) Formation of Leadership Council – Reviewed the Leadership Council pilot Constitution and Bylaws provided by the Des Moines Region Catholic Schools. We asked Gretchen to go back to the Region Office and ask clarifying questions on the Bylaws. As discussed in previous meetings, the current structure of the Council is:
  - All parents and guardians who have children at STCS and any parishioner who the pastor shall deem as a member.
  - The officers of the Executive Committee:
    - Pastor – Fr. Raphael
    - Principal – Gretchen Watznauer
    - Chair – Laura Sarcone
    - Vice Chair – Lindsay Wisniewski
    - Secretary – Amanda VanWyk
    - Treasurer – Meghan McConville
  - Committee Chairs:
    - Academic/SIAC/Wellness – Amanda Dvorak
    - Faith and Service – we discussed potential Faith and Service Chairs and Gretchen will share with Fr. Raphael and they will discern and extend an invitation.
    - Fundraising – Vicki Nolan
    - Community and Social – Mary Drazi

- 6) Leadership Council Meeting Format – Committees and full Council will meet once a month on the same night.
- 7) Leadership Council Meeting Dates and Times – Need final confirmation from Fr. Raphael, but the tentative date for each monthly meeting for both Committees and full Council is the third Thursday of each month. Committees will meet 5:45-6:45 pm and the full Council will meet 6:50-8:00 pm. The tentative schedule is:
  - September 21
  - October 19
  - November 16
  - January 18
  - February 15
  - March 21
  - April 18
  - May 16
- 8) Calendar of Monthly Topics – deferred until next meeting.
- 9) Informing and Recruiting Parents – A handout was available at Back to School Night. We will prepare an email announcing the Council formation and meeting dates/times. We will include names of Officers and Committee Chairs, along with contact information. We will include a short description of each Committee and examples of duties. We will ask for parents to consider a Committee to join and contact the Committee Chair.

Adjournment – meeting adjourned at 7:20 pm