

St. Francis of Assisi School Leadership Council Meeting May 8, 2025 6:30pm – 8:00pm

Location: SFA School Science Lab (2nd floor of school)

Zoom Meeting (if needed):

Members Present (X) Members Absent (-)			
	Pastor - Father Joe Pins	Communications Director – Phil Stover	Jeff Lynch (Principal)
	Chair- Steve Craig	Fundraising Director – Becky Baker	Wendy Henry (Preschool Director)
	Vice Chair-Brenda Pedersen	Volunteer Coordinator-Jennifer Tracey	Jamie Zabel (Assistant Principal)
	Secretary – Mollie Mertens	At-Large – Andrew Phillips	Thomas Call (Parish Council Rep)
	Treasurer – Mari Lewis	At-Large – Adam Mullinax	
	At-Large – William Downs	At-Large – Michael Perrin	
Visitors/Invited Guests			

AGENDA

1. Opening Prayer
2. Approval of April 10, 2025 Leadership Council meeting minutes – (Thank you Brenda!)
3. Open Forum (max 15 minutes) – (Steve)
Parents/Guests attending -
4. Report: Treasurer’s Report
& Vote to Approve Leadership Council Budget for 2025-2026 school year (Mari)
5. Report: Fundraising and Development Director Update (Becky)
6. Report: Volunteer Coordinator – Update (Jennifer)
7. Old Business: Follow-up of Items from last Council Meeting
 - Posting Leadership Council Agendas in Advance of Meetings
 - Campaign to Solicit Donations to Help Cover Tuition Gap
 - Letter to Parents about End of Year Donations for Teachers & Staff sent out 4/30/25
8. Pastoral Update (Fr. Pins)
9. Administrator’s Report
 - SFA Preschool (Preschool Director Wendy)
 - SFA School (Principal Jeff / Assistant Principal Jamie)
10. Update from Committees – Written summaries sent by email to LC members in advance of meeting
 - Any questions about items included in summaries?

11. New Business

- Discernment of 2 New LC Members for 2025-2026 – Concern with Email Message to School Parents
- Requests to Send Email Messages to School Parents – Policy Needed?
- School Calendar for 2025-2026
- Hiring New Assistant Principal and New Teachers for 2025-2026
- Leadership Council Scholarships (2) for 8th Grade Students

12. Executive Session (as applicable)

13. Closing Prayer

14. Future Leadership Council Meetings: Next meeting scheduled for June 12, 2025
Hope to have two new Leadership Council members for 2025-2026 attend this meeting

15. Adjournment