

St. Francis of Assisi School Leadership Council Meeting

October 9, 2025 6:30 pm – 8:00 pm

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

Zoom Meeting (if needed):

Members Present (X) Members Absent (-)			
Chair- Steve Craig		Communications Director – Phil Stover	Pastor - Father Joe Pins
Vice Chair-Brenda Pedersen		Fundraising Director – Becky Baker	Wendy Henry (Preschool Director)
Secretary – Mollie Mertens		Volunteer Coordinator-Jennifer Tracey	Jeff Lynch (Principal)
Treasurer – John Cord		At-Large – Baylie Panzi	Jodi Halligan (Assistant Principal)
At-Large – William Downs		At-Large – Andrew Phillips	Thomas Call (Pastoral Council Rep)
At-Large – Adam Mullinax		At-Large – Michael Perrin	Sara Hedding (Pastoral Council Rep)
Visitors/Invited Guests			
Resource Teachers: Micki Alsin Sara Doyle	Kasey Eoriatti Lynda McLuen	Dr. Donna Bishop Superintendent of Schools, DM Diocese	

AGENDA

1. Opening Prayer
2. Teacher Presentation: Update from SFA School Resource Teachers
3. Approval of August 14, 2025 Leadership Council meeting minutes – (prepared by Mollie)
4. Open Forum (max 15 minutes) – (Steve)
Parents/Guests attending -
5. Report: Treasurer’s Report (John)
Request for funds to support Leader in Me Awards Program (\$600)
Recommendation on use of surplus funds in Leadership Council Account
6. Report: Fundraising and Development Director Update (Becky)
Trackathon Event + Auction Planning
7. Report: Volunteer Coordinator – Update (Jennifer)
8. Old Business: Follow-up of Items from last Council Meeting
 - School yearbook plans for this academic year – Kristin Richey to coordinate
 - 1st Grade-Level Sunday Mass held September 28th for 8th Grade Students & Families
 - Subcommittee work on communication to school parents to increase contributions to parish/school
 - WDM installation of new crosswalk with flashing lights between track & school
9. Pastoral Update (Fr. Pins) including update on Capital Campaign Planning
10. Administrator’s Report
 - SFA Preschool (Preschool Director Wendy)
 - SFA School (Principal Jeff / Assistant Principal Jody)

11. Update from Committees – Written summaries sent by email to LC members in advance of meeting

- Any questions about items included in summary for this meeting?

12. New Business

- 7th Grade Sunday Mass: October 19, 2025 @ 11:30 am – volunteers for cookie & lemonade reception?
- Planning Faith Night program for school parents
- Plans for Mental Health Committee and Leader In Me Action Committees

13. Executive Session (as applicable)

14. Closing Prayer

15. Next Leadership Council meeting scheduled for **November 13, 2025**

16. Adjournment