

St. Francis of Assisi School Leadership Council Meeting April 9, 2026 6:30pm – 8:00pm

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		

AGENDA

1. Vice Chair Brenda Pedersen leading meeting
 - Opening Prayer – Welcome back Father Pins!
 - Extra Prayers for St. Luke the Evangelist School Community
2. Teacher Presentation: Update on Related Arts Instruction 2025-2026
3. Approval of February 12, 2026 Leadership Council meeting minutes – (prepared by Brenda Pedersen)
4. Open Forum (max 15 minutes) – (Brenda)
 - Parents/Guests attending -
5. Report: Treasurer’s Report (John)
6. Report: Fundraising and Development Director Update (Becky)
7. Report: Volunteer Coordinator – Update (Jennifer)
8. Old Business: Follow-up of Items from last Council Meeting
 - Notes from Leadership Council Chairs Meeting attended by Steve Craig 2/25/26 - comments/questions?
 - Update on Pre-School and School Enrollment for 2026-2027 – Status of Wait Lists?
 - Update on Filling Teacher Vacancies for 2026-2027
 - Catholic Schools Office Report from Feb 9-10, 2026 Site Visit – 4 Suggestions for Continued Growth
 - 2026-2027 School Calendar (1120 contact hours/1093 contact hours excluding conferences)
 - Leadership Council to serve coffee & donuts on May 3, 2026 (after 7:30 & 9:30 am Masses)
9. Pastoral Update: Fr. Pins – including Update on *Rebuild My Church* capital campaign.
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
 - Plans for Kindergarten Roundup & Discussing with Parents the Covenant of Trust
 - Council Member Terms Expiring: Andrew, Brenda, Mollie, Steve – all have agreed to serve 2nd term
 - Stipends for Teachers Moderating Extracurricular Activities: Survey Results, Proposal for Stipends in 2026-2027
13. Executive Session (as applicable)
14. Closing Prayer
15. Next Leadership Council meeting scheduled for **May 14, 2026**
16. Adjournment