

**St. Francis of Assisi School Leadership Council Meeting**  
**May 14, 2026 6:30pm – 8:00pm**

Location: SFA School Science Lab (2<sup>nd</sup> 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. Opening Prayer
2. Approval of April 9 2026 Leadership Council meeting minutes – (prepared by Baylie Panzi)
3. Open Forum (max 15 minutes) –  
Parents/Guests attending -
4. Report: Summary of 2026 Bid 4 the Kids School Auction & Lessons Learned (Jess Hull & Melissa Mullinax)
5. Report: Treasurer’s Report (John)
6. Presentation of Proposed Leadership Council Budget for 2026-2027
  - Discuss any needed changes at this meeting
  - Final approval of budget at next meeting on June 11, 2026
7. Report: Fundraising and Development Director Update (Becky)
8. Report: Volunteer Coordinator – Update (Jennifer)
9. Old Business: Follow-up of Items from last Council Meeting
  - Pre-School and School Enrollment for 2026-2027 – Status of Wait Lists?
  - Update on Filling Teacher Vacancies for 2026-2027
  - Work on SFA School Strategic Plan
  - Work on Plans for Car Line next year (2026-2027 Academic Year) with new campus construction
10. Pastoral Update: Fr. Pins – including Update on *Rebuild My Church* capital campaign.
11. Administrator’s Report
  - SFA Preschool (Preschool Director Wendy)
  - SFA School (Principal Jeff / Assistant Principal Jody)

12. 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?

13. New Business

- Mass for Kindergarten & 1<sup>st</sup> Grade Students: Sunday May 24 @ 11:30 am – Volunteers to help serve cookies/lemonade after mass needed
- 8<sup>th</sup> Grade Student Applications for 2 Leadership Council Scholarship Awards
- Results of Survey sent to parents about Leader in Me Program at SFA School
- Planning Back to School event + how to present Covenant of Trust to school parents (especially new ones)

14. Executive Session (as applicable)

15. Closing Prayer

16. Next Leadership Council meeting scheduled for **June 11, 2026**

17. Adjournment