

**Vestry Minutes**  
Saint Luke's Episcopal Church  
Regular Meeting of the Vestry, May 27, 2010  
Library of Saint Luke's Church, 5:15 pm

The meeting was called to order and prayer was offered by Fr Koehler.

A Quorum was present: Jack Ashton, John McKenzie,, Tyler DeFrances, Kelly Root, Dennis Edmon, Allen Bodron, Chris Jackson, Lori Nunn, Fr Koehler.

Members absent: Tany Dillon, Kathy Marcel, Alva Stuard, Mary Saporito

1. Action of the approval of minutes from April and May executive session deferred until Clerk Mary Saporito is present at next meeting.
2. The Head of School, Amy Whitley, was introduced by Fr Koehler. She presented a year-end summary report to the Vestry detailing achievements of the past year. Attached. In the course of the presentation, Allen Bodron suggested that a de-fib machine similar to those placed by the school be placed in the church. Fr Koehler asked for Allen to remind him of this need by email.
3. Rector's Report
  - a. Fr Koehler asked for approval of the Vestry to use the May, 2010 carnival revenue to subsidize fund raising for youth mission trips in the summer of 2010. Moved by Kelly Root, seconded by Allen Bodron. Approved unanimously.
  - b. Fr Koehler reported that Fr Joe will be away on vacation from May 31-June 5, and Fr Koehler will be in Honduras from June 3 until June 17. Deacon Reese will cover emergency calls June 3-5 with backup from local clergy.
  - c. Mrs Jean Bryant will retire from St Luke's office staff on May 28. Her replacement has been chosen, but announcement is not appropriate for several more days. By mid-June the office telephone should be answered by onsite staff during most office hours.
4. Committee Reports
  - a. Communications: Grid showing goals and objectives was presented and has been submitted to the Strategic Planning Committee.
  - b. Church Development: Grid showing goals and objectives was presented and has been submitted to the Strategic Planning Committee.
  - c. Lay Ministry Commission has presented its goals and objectives and submitted them to the Strategic Planning Committee. Report received in writing in the absence of the chair. Attached.

- d. Evangelism: a meeting is planned for mid-June, and the grid with goals and objective will be completed and submitted to the Strategic Planning committee soon.
  - e. Facilities: no report; chair absent due to illness.
  - f. Finance Committee: Treasurer's report (attached) was presented by Fr Koehler. Surplus of income over expenses in all three categories of the budget (operations, capital, and invested).
5. There being no other business, the meeting was adjourned and Fr Joe Hermerding offered prayer at 6:22 pm.

Respectfully submitted,  
RBK+

**St. Luke's Episcopal Day School  
2009-2010  
Head of School Report to the Vestry**

It is a privilege to serve as the Head of School for our Church's largest ministry. For those of us fortunate enough to work at our school, we have the opportunity to see God's love for us every day in the bright eyes and smiling faces of our 362 students.

**"By the Numbers"**

**Spiritual Development**

- 125 Average attendance at Early Childhood Chapel each week
- 215 Average attendance at lower school services each week (+~25 more parents at Family Chapel services)
- 85 Average attendance at middle school services each week (+~25 more parents at Family Chapel services)
- 65 Students serving as Acolytes at lower school and middle school services held each week throughout the school year.
- 32% Episcopalians enrolled this year
- 23% St. Luke's Parishioner students
- 40 Wagons of food for Southeast Ministries + perishable foods given for Thanksgiving meals, and placemats made for recipients of Church's prepared meals
- 363 Flowers used to flower the Easter cross in April
- 350 Blankets donated as an Advent service project by students for the Woman's Hospital, NICU
- 500 Moon Pies collected for the Louisiana War Veteran's Home in Clinton
- 1 Guest House visit by 8<sup>th</sup> grade class. Students sang and shared stories with residents.
- 1 Visit from the Bishop at our final All School Chapel. We were his first school visit following his consecration.

Plans for more:

*There is planning in place to record the school's weekly Eucharist services for those interested in sharing in our celebrations.*

*The Bishop will return to celebrate our All School Chapel on May 18, 2011.*

**Academic Development**

- 92% Students receiving commended scores on the Math League (formerly Ala-La-Miss) math competition
- 12,000 Accelerated Reader tests taken (passed) this school year.
- 45% Faculty with advanced degrees
- \$16,000 Upgrade to science lab with plans for use by 4<sup>th</sup> and 5<sup>th</sup> grade classes in the coming year
- 22 Smart Boards in classrooms

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| \$25,000   | Grants and school designated funds for professional development for faculty.  |
| 12,000+    | Books read from the St. Luke's library  |
| 80%        | Students in 7 <sup>th</sup> grade qualifying for the Duke TIP program   |
| 2          | Teachers celebrating 25 <sup>th</sup> anniversary teaching at St. Luke's (Eugene Gluszek and Alice Barnette)  |
| 1          | Student elected to state office for Louisiana Jr. Beta Club   |
| Endless... | Recognition of outstanding alumni, including:<br>Steven Olsen- Baton Rouge High School sophomore, who scored a perfect 36 on the ACT<br>Alaina Richard- recognized as valedictorian of West Feliciana High School |

### **Physical Development**

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|-----------|---|
| 2         | AEDs (Automated External Defibrillators) now on campus (Witter Hall and Activity Center-Gym)  |
| 100%      | Faculty and Staff trained in CPR and AED use  |
| 6         | School-sponsored sports offered to students in 5 <sup>th</sup> -8 <sup>th</sup> grade   |
| 2         | Sports added to school's athletic program. Flag football and baseball were added to the middle school, and a lower school basketball league was formed by St. Luke's staff and included other independent schools city-wide for students in 3 <sup>rd</sup> -5 <sup>th</sup> grade. |
| 81%       | Number of middle school students participating in school-sponsored athletics  |
| \$12,000  | Upgrades to Early Childhood playground  |
| \$240,000 | Projected cost of completed baseball field  |

### **Institutional Advancement/Development**

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| \$105,000 | Annual Giving collected for 2009-2010  |
| \$79,000  | Parents' Guild funds raised  |
| \$25,000  | Shark Bites Athletic Association funds raised  |
| \$125,000 | Second "Match" received for athletic facilities  |
| 5%        | Designated from each fundraising dollar for the school's endowment for financial assistance. Increased from 3% last year.                      |
| \$11,000  | Currently received for redesigned corporate sponsorship program to encourage "near neighbors" support in addition to school family sponsorship |
| 800+      | Grandparents attending Grandparents' Day. Including two former school Heads with grandchildren attending St. Luke's.                           |
| 92        | Grandparents' Day books donated in honor of grandchildren attending our school   |
| 2/3       | The number of computers replaced in the computer lab last summer<br>The final 1/3 will be replaced this summer.                                |

**Lay Ministry Commission Report, from Kathy Marcel, in writing:**

The Lay Ministry Commission will meet the second week in June. The committee activity this summer will focus on the various preparations necessary for a successful Opportunity Sunday.

I am working on an article on the Columbarium for the next issue of the Evangelist with Chris Jackson (Communication Committee).

A first list of Goals and Objectives has been submitted to Brookie Allphin-Smith.

Kathy Marcel