

St Nicholas Total Board of Education

Minutes

January 5, 2016

7:30 PM Notre Dame Room

Attendees: Bob Schommer, Kathy Brennan, Kathy Brockman, Father Walter, Leah VanHandel, Mark Vander Linden, Chris Schmidt, Jeremy Kater

Excused: Ms. Morrin, Mike Vander Loop

Opening Prayer: Jeremy Kater

Open Floor: N/A

Approval of Agenda: Mark Vander Linden makes the motion to approve the agenda. Bob Schommer seconds. All in favor, motion passes.

Valley Area Special Needs: N/A

Approval of the minutes: Bob Schommer makes the motion to approve the minutes. Chris Schmidt seconds. All in favor, motion passes.

Pastor's Comments:

1. VanCamp Vocation Fund- Father Walter handed out a five year strategic plan with an objective to disburse the funds according to the wishes of the giver. The plan included camperships for Camp Tekawitha , Scholarships for College Campus Ministry retreats, Scholarships for seminarian retreats, scholarships for vocation discernment retreats, Scholarship for Convent visits, Tuition assistance for seminarians, novices, diaconate candidates, etc, and Mission Trips with major vocation component.
 - a. Bob Schommer explained that when he was on Parish Council years ago they had many long discussions about the VanCamp vocations fund and the will and testament stating that it was to be used for men going into the seminary or priesthood from St Nicholas Parish. At that time they expanded it to be used for men or women seeking further education in the seminary or sisterhood, and speakers that promote vocations.
 - b. Mark Vander Linden explained if a family has entrusted the parish with a fund of money and it is all still sitting in an account years later we may need to expand to the ideas that Father Walter has presented to promote vocations.
 - c. Bob Schommer agreed but also feels we should reach out to the family or next of kin to have this approved. Bob Schommer is going to get the information needed for Father Walter to get in touch with the family.
2. Vosters Accessibility and Building Fund- There is a big IOU and it needs to be replaced by the general fund. Father Walter and Courtney are working with the diocese to get this figured out.
3. Building for the Future-

- a. There will be an outreach to alumni but Father Walter thinks we need to know what the commitment is from the families that have children in the school and New Evangelization Program are first.
 - b. Mark Vander Linden informed us the average donation is running around \$7,000 and the average donation from a school family is around \$5,000. Mark asked Kathy Brennan if they could work together to send something home with New Evangelization students. Mark thinks if we promote where we are and what the averages are that it may get people to donate because sometimes people want to give but aren't sure what they should be giving.
 - c. Father Walter asked that we ask the teachers and staff for donations too.
 - d. Mark Vander Linden reported that we are right around 20% of our goal and there is an open forum on January 12th and a charitable giving seminar on January 19th
 - e. Bob Schommer said we should maybe talk with contractors if they haven't turned in a pledge form because they maybe are planning to do it through time and talent or in kind donation pledges. It may help to bring the numbers up.
4. Committee Reports- Parish Council
- a. Father Walter announced that Katie Opperman has agreed to take on the Hospitality Committee Chair position.
 - b. Father Walter announced that Heather Ponscock has agreed to take on the Living Justice Chair position.

Financial Reports: Financial reports as of 11/30/2015 were reviewed. Chris Schmidt is going to ask if Courtney can include budget numbers on the financials in the future.

- 1. Chris Schmidt asked Kathy Brennan how they are doing with staffing and budget. Kathy Brennan reported her and Father Walter will be sitting down to discuss staffing needs.
- 2. Mark Vander Linden asked what tuition is for New Evangelization Program and when it is due. Kathy stated it is \$150 per student and then there are sacrament fees. It is due in September of each year but they cannot deny children religious sacraments. 80% of families pay and they hope to collect the rest by May. They are looking at staffing one more person to keep things running smoothly.

Administrative Reports:

- 1. New Evangelization Program-
 - a. Mission trip has 26 students signed up/ 4 openings remain
 - b. They are looking for 2 chaperones for Mission trip
 - c. Attendance remains strong for all grades 1-11
 - d. A number of catechists will be out over the next couple months due to medical issues.
 - e. St. Nicholas Fest on December 6th went really well. The Behold the Lamb concert was wonderful, about 160 people in attendance. We collected 1300 pair of socks and the children really enjoyed the visit from St. Nicholas and activities in the Parish Hall during the day.
 - f. January 20th Catechists In-Service; Methods (3rd session of Certification class)

- g. Confirmation Rite of Enrollment at the 10:30 Mass on Sunday, January 10th
 - h. Thursday, January 14th First Communion Parent meeting, 6-7:30PM. First Communion will be 2 weekends
2. School-
- a. Students will attend a Spanish Mass on January 7th With Fr. Walter. The 8th graders will lead the Mass. It offers the students an opportunity to experience Spanish another way.
 - b. Staff changes were made in November at the time of the beginning of the 2nd quarter. Temporary people were put in place to cover until the New Year. Beginning January 5th, Mrs. Rachel Deuster will be teaching Physical Education for grades 4K-4 and Library grades 2-4 on Tuesday and Thursday. This is a limited position (2 days per week) for the remainder of the school year.
 - c. Student Leadership did a wonderful job helping create an atmosphere of joy this Advent season as they opened the Advent Post Office. Proceeds are going to Mother and unborn Baby Care of the Fox Valley.
 - d. Ashlyn Roskowski was the recipient of a \$50 check from the VFW for her Patriot's Pen essay. Her essay went on to the district level where she placed 10th.
 - e. Karen Krejcie edited the early childhood post cards a bit and we decided to send one out before Christmas and one before Catholic Schools Week in an effort to capture the attention of parents of young children. We will have an open house on Thursday February 4th for anyone but we are especially targeting parents of early childhood children.
 - f. Catholic Schools Week flier with information and activities is still being finalized.
 - g. Father Walter and I are working on ideas for a 4th/5th grade visit of St Edward Students to St Nicholas. They had a great time last year and it's a good way to expose the kids to middle school and St. Nicholas.

Old Business:

- 1. United Community Fundraising Option- Status update N/A

New Business:

- 1. School Budget- Budget Draft went to Finance Council and we were informed that the Adhoc \$18,000 goes away this next school year, so we may either need to increase tuition or Country fest needs to stay a school fundraiser.
 - a. Bob Schommer stated that we will be pulling the rug out from under school families if we up tuition too much and Country fest was not thriving as a parish fundraiser in the past so why would we want to move it back. Especially this year when we just eliminated the Packer Fundraiser.
 - b. Mark Vander Linden noted no matter who runs Country Fest it should be St Nicholas as one community and not three different ones. We have been building on this and we need to keep coming together as one.
 - c. Chris Schmidt stated that if we make it a Parish fundraiser it will more than likely make parish subsidy go up.

- d. Mark Vander Linden noted that we are very close to diocesan subsidy recommendations as a school and faith formation program stand point. We are building a great event that people are looking forward to every year. We need to keep the FUN in fundraising and not make it such a need. Mark stated we would like to keep our subsidy the same, fundraising the same, and up tuition \$100.

Mark Vander Linden made the motion to keep Country Fest as a school fundraiser and restate our request to maintain parish support (\$238,000 + \$18,000) which will keep parish subsidy at \$256,000. Bob Schommer seconds. All in favor, motion passes.

8:55pm meeting moved into Executive Session

9:10pm meeting came out of Executive Session

Closing Prayer

Kathy Brockman makes the motion to adjourn the meeting. Bob Schommer seconds. All in favor, motion passes

9:12pm Meeting adjourned

Next Meeting Tuesday February 2nd at 7:30pm in the Notre Dame Room