

St. Nicholas Board of Education  
Minutes  
September 6, 2017

**Members Present:** Chris Schmidt, Father Walter, Leah VanHandel, Jodi Roskowski, Jill Cropsey, Terri Romitti, Jessica VandenHeuvel, Travis Gerritts, Kathy Brennan, Mark VanderLinden

**Members Excused:** None

**Open Floor:** None

**Approval of the Agenda:** Jodi Roskowski makes a motion to approve the agenda. Leah VanHandel seconds it. All in favor and motion passes.

**Approval of the August Minutes:**

Kathy Brennan changed that she did not finish the Silver Lake College program, she has just begun the program.

Mark VanderLinden makes a motion to approve the agenda. Terri Romitti seconds it. All in favor and motion passes.

**Valley Area Special Needs:**

The August 29, 2017 VASNRE Board Meeting Minutes were looked at. They are in need of someone from St. Nicholas to join the VASNRE board. No one volunteered. A Board of Education member will be decided at the October meeting. The next VASNRE meeting is November 2, 2017 at noon.

**Pastor's Report:**

1. Stewardship mailing was sent out in August. What kind of response did we get? Did you do yours?
  - a. Of the 98 Eucharistic Ministers, 43 want to continue as a Eucharistic Minister.
2. Education
  - a. Meitler
    - i. Friday, September 22 at St. Norbert, workshop. Who is going? Travis Gerritts, Mark VanderLinden, Chris Schmidt and Father Walter would like to attend. Registration is required and Travis will email the information to those interested.
    - ii. Who will help implement the outcomes?
      1. Metrics – what we're measuring -Father Walter thought Travis would do it.
      2. Marketing \_\_\_\_\_
      3. Curriculum – teaching \_\_\_\_\_
      4. Etc.
  - b. Youth Minister –The position didn't get filled yet and there will be a break in the search.
  - c. Adult Faith Formation Coordinator -The position didn't get filled yet, same as above.
  - d. Travis Gerritts recognition - Good article in the Freedom Pursuit (even if it was on page 10)!
  - e. Kathy Brennan recognition- Catechesis of the Good Shepherd. It is Level 1.
3. Holy, Engaged, Alive:
  - a. Therese, The Story of a Soul, Xavier High School, Monday September 11, 6pm reception, 7pm show
  - b. Teach My People to Pray Holy Hour -Tuesday September 19, 4:45pm
  - c. 500th Anniversary of the Protestant Reformation; Commemoration.
  - d. 150th Jubilee of the Diocese of Green Bay

#### 4. Finance council

- a. Goal: Attain a generosity level that each family contributes 2.5% of household income to Saint Nicholas. (1/40 of income; or roughly the first hour of a 40-hour work week) US census figures show 2016 average household income in Freedom was \$81,301. A giving rate of 2.5% would yield \$2,032 per year. Multiplied by 1,115 registered households would yield \$2,266,265. Next year (2017-2018) the proposed budget lists \$630,000.
- b. Fundraiser guidelines are being composed and will be determined soon.
- c. Parish Annual meeting Sunday October 29, 11:45am to 12:30pm (Packers bye week).
- d. Joint Finance council and Pastoral council meeting Thursday November 16.

**Financial Reports:** There were none to look at this month.

#### **Administrative Reports:**

##### 1. **New Evangelization:** New Evangelization Report by Kathy Brennan

-Registrations are slowly coming in.

1. Numbers are slightly lower than what we expected - students leaving program after grade 2 and opting out of Middle School program. This is consistent with the trend nationally. The best way to recruit is word of mouth.

2. We have a number of parents who are seeking the Sacraments of Eucharist and Reconciliation for their children who have not been a part of our program or in a Catholic School before. This also reflects a growing trend.

- We are in need of catechists for grades 2, 3, 5, 7, 8, 10, 11.

-We are looking for aids at all grade levels.

-Will not be hiring a Youth Minister or Adult Faith Formation Coordinator at this point.

-Jennifer and I will speaking at the Masses on the weekend of Sept. 16 and 17:

1. We would like to form a Youth Ministry team and will be asking people to prayerfully consider joining this team.

2. We will also be asking people to prayerfully consider joining our team of catechists.

-Catechist In-service Wednesday, Sept. 6 at 6:30.

-Family Night or Back to School Night Wednesday, Sept. 13 at 6 PM.

-VIRTUS training will be offered at St. Nicholas on Thursday, September 14th at 5:30 in the Notre Dame room. Registration is required as space and materials are limited.

-Monday, Oct 30 at 6:30 Joe Tremblay from the Diocese will be giving a presentation on depression and how you can walk with a friend or loved one as they struggle with this. This presentation is for adults.

-I will be writing a grant this year to cover the costs of gowns (white or red) for Confirmation.

- On November 14, Tina Poppe Hospice Nurse will give a program on grief called "Glancing at Heaven."

-There will be a future program by Dr Goldsmith regarding End of Life decisions. There is not a date set yet.

##### 2. **School:** St. Nicholas School Administrator Report by Travis Gerritts

1. I checked on the "Restricted Contributions Recpt" line of the budget for last year. The funds came from a donation for Chromebooks, a large donation from the auction raffle winner, and the majority of the remaining is designated for the playground renovation.

2. Carol Van Camp has taken on the role of chairperson for the Winter Auction. The auction is set for January 27th, 2018 and will again be at The Marq. Thank you Carol.
3. Ashley Skenandore has resigned her position as 5th grade teacher. We wish her the best as she will begin a new year teaching 4th grade at the Marion, WI school district.
4. We welcome Elizabeth Dodd to our teaching team at St. Nicholas. Beth has some experience with St. Nicholas as she taught in Mrs. Wilkinson's classroom last year when she was gone on maternity leave.
5. An accreditation committee has been set up and we have begun working on our "self-study". We will complete the first domain: Mission and Catholic Identity, by January. There are a total of 4 domains to be completed.
6. Mark has received an estimate from Tri-City Glass for the door outside the parish office. The estimate totaled \$4,915. After talking to Dave Eversen, the estimate to put the swipe card access to that door would be an additional \$1500.
7. A marketing committee has been set up to help with sharing all the good things that are happening at St. Nicholas. The committee consists of Rachel Deuster, Melissa VanderHeiden, and Rebecca Whitfield. Marcia Wyman will be assisting the committee as well.

The Board of Education had a lengthy discussion regarding ways to increase enrollment/church membership. There will be a section dedicated to St. Nicholas in each edition of the Freedom Pursuit . We spoke about the Baptism program and possibly having St. Nicholas children make cards for the Baptismal families.

**Old Business:**

- a. Update on door near parish office – Travis Gerritts
  - a. The estimate totaled \$4,915. The estimate to put the swipe card access to that door would be an additional \$1500.
  - b. The door will be used to increase security for parish office and school.
  - c. The next step is to forward it to Buildings and Grounds for approval
- b. Building for the Future update –Mark Vander Linden
  - a. Post cards were sent out to most Freedom residents with St. Nicholas information on them
  - b. The lead architect was chosen for the project and will be announced soon.
    - i. They were chosen because they have strength in these types of projects.
    - ii. They work with sub-contractors and volunteers to help with costs.

**New Business:**

- The stained glass window company is in their studio this week because of the short week. They will be back next week. The project is estimated to be completed before winter.

Closing Prayer at 9:07 PM

Leah VanHandel makes the motion to adjourn the meeting. Mark VanderLinden seconds it. Motion passes, meeting adjourned.

Next Meeting: October 3, 2017 at 7:30 PM –Notre Dame Room

