

St. Nicholas Board of Education
Minutes
January 2, 2018

Members Present: Chris Schmidt, Father Walter, Leah VanHandel, Jodi Roskowski, Jill Cropsey, Kathy Brennan, Terri Romitti, Jessica VandenHeuvel, Travis Gerritts, Mark VanderLinden, Tim Clark (Pastoral Council Rep)

Members Excused: None

Open Floor: No one present

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

Valley Area Special Needs: – Chris Schmidt

- a. St. Nicholas representative opening – Volunteer still needed
 - i. Stephany Leurquin – VASNRE Director – 920-636-6580 or leurquins@holyspirit-parish.org
Chris has been in email contact with Stephany and she may be coming to the February meeting to discuss the program.

Approval of the November Minutes: Terri Romitti makes a motion to approve the agenda. Jill Cropsey seconds it. All in favor and motion passes.

Pastor Report for Saint Nicholas by Father Walter – January 2018

1. Education
 1. New Evangelization Assistant position is posted in the bulletin
 2. Saint Nicholas School Budget 2018 to 2019
 1. Regular parish giving 2018-2019 est. \$684,195
 2. Meitler recommended 35% maximum subsidy to K-12 school and high school assessments
 3. Xavier High School assessments for 2018-2019 est. \$18,055
 4. $(684,195 \times 0.35) - 18,055 = 221,413$ for the Saint Nicholas School subsidy
 5. Refer to this formula in all budget considerations. What kind of steps can we take to get there in three or four years?
 3. Todd Blahnik is willing to help us with interpreting and implementing the Diocese of Green Bay Catholic Schools strategic plan. I gave him the date of our regular board meeting; unknown if he can make this one
 4. Beautiful Mercy – Experiencing God's unconditional love so we can share it with others. We still have some copies of this book. There is no study group forming at this time, as there is not a current interest
2. Worship
 1. December server of the month: Ethan Roskowski
 2. Mass in Spanish/English on Thursday, January 18 at 8:15 AM
 3. New crucifix, corpus, arch ; local builder offered to build the arch
 4. Pew frontal and kneelers for front row, near left and near right

3. Holy, Engaged, Alive
 1. 150th Jubilee of the Diocese of Green Bay, books for sale
 1. History Book
 2. History Picture Books
 3. New Testament, illustrated and annotated
 2. January 11, I will have the 11:15 AM Mass at Mount Tabor Center in Menasha and give a talk on Jail Ministry
 1. I will be at USML February 26 to March 8 for continuing studies for Catholic priests
4. Finance Council
 1. Cortney, JoAnn Bowers and Chad Rottier will attend the Bishop's Appeal planning meeting January 11 at Saint Edward
 2. 2018 Bishop's Appeal kick-off Feb 3-4
 3. Regular giving July – November is up 8.7% over the same period last year
 4. Stewardship mailing went out in December

Financial Reports: Reviewed from November 2017

Administrative Reports:

New Evangelization Board Report from Kathy Brennan January 2018

1. GBYC, December 3rd – grade 11 students attended this event. The day was a positive experience for many who attended and would be something we would like to offer again.
2. Jennifer and I concluded the book study on new methods that we were attending at the Diocese in early December. We came away with much valuable information and plan to meet with our NE committee next week to begin looking at what we learned.
3. St. Nicholas Feast Day Mass on Wednesday, December 6 was beautiful. Thank you Jodi for all your hard work – the music was wonderful. Thank you Father Walter for celebrating this feast day with the middle and high school students.
4. On Sunday, December 17, a number of our elementary students and their families came together for our NE Christmas play. Jennifer, Ellen Wilson, Jess and Terri did a wonderful job preparing the students and creating a wonderful environment. After the play, the families enjoyed cookies and milk in the Parish Hall. We received very positive feedback from the students and their families. We used money from a grant that we received for many of our costumes and props.
5. On Wednesday, December 20, the middle school students attended a Spiritus led retreat in the Parish Hall. The feedback was very positive and the young people from Spiritus had only positive things to say about the students.
6. On Wednesday, December 20, the 10th grade students sorted and boxed the books they collected as part of our book drive. Keith and Ashlyn Roskowski delivered a number of boxes and some toys to the Homeless Shelter on Wednesday night. My husband, daughter and myself delivered 4 boxes of books to St. Elizabeth's and 6 boxes to Harbor House on Friday, December 22. The donations were greatly appreciated. You can see the thank you that some of the students created in the bulletin
7. The 11th grade students also decorated and filled “Mass bags” to be used by young children when they attend Mass at St. Nicholas. Orin Peterson has built 3 book stands for the bags and we hope to put them in church soon.
8. On Tuesday, December 5 Father Walter received a letter of resignation from our long time NE secretary, Sandy Schmit. We have posted for the position and hope to fill this vacancy by

March. With Sandy's quick departure, Jennifer and I are working to make sure that things run smoothly but we are not able to get to everything we had planned. We ask for people's patience and understanding as we move forward.

9. Looking forward:

1. January 3rd and 17th: Catechist fulfillment nights (nights for Catechists only – no students)
2. January 11th 6 – 8 PM First Reconciliation
3. January 14th 6 – 9 PM Youth group organizational meeting in the Parish Hall
4. January 20 Mary Godin and I will be attending a Catechesis of the Good Shepherd event at the cathedral
5. January 23rd 6:45 PM in the Parish Hall: End of Life Talk – Joe Tremblay along with a doctor and lawyer will be giving this presentation
6. January 25th First Eucharist Parent Meeting; presentation by Rachel VanHandel
7. January 28th 10:30 Mass: Rite of Enrollment for Confirmation students and their sponsors
8. January 30th Karen Court and I will be attending a meeting for Fox Valley parishes at St. Pius. This meeting will provide information on bringing in Steve Ray for a presentation in the spring.

St. Nicholas School Administrator Report from Travis Gerritts January 2018

1. The Christmas program occurred on December 14th. The kids did a great job and it was a very enjoyable night. Thank you Cathy Groh and all teachers and parents who helped.
2. The school has moved forward with the application process for the 2018/2019 Wisconsin Choice Program.
3. A committee has been set up and preparation has begun for Catholic Schools Week.
4. St. Nicholas Nook (a story time for children 4 and under) has been organized and will begin January 5th. Liz Evers will be leading the program.
5. The students took part in our monthly retreat on December 21st. The students prayed with the prayer partners and then made “well wishes” cards for Jake VanGrinsven, a St. Nicholas alum. Jake has siblings at St. Nicholas and will be leaving for the Marines on January 8th.
6. A letter including information about our pre-k programs and registration will be sent to all 2, 3, 4 year olds baptized at St. Nicholas very soon. The letter includes information about the new story time program, as well.

Old Business:

1. St. Nicholas School 2018 – 2019 proposed budget – Finance council meets January 4
2. Christmas Caroling – There was a nice write up about the event in the Freedom Pursuit. It was a success and next year they will try to have a bus for all to ride together.

New Business:

1. Greeters at masses
 1. We discussed the possibility of implementing this program again. We talked about how inviting it was for parishioners, especially when children were there to open doors. One member suggested this is something the Sacristans or Ushers could do, as well.
2. Building for Future Campaign
 1. Mark VanderLinden spoke about the Contractor's meeting that occurred in December. About 30 people attended. The contractors will get in touch with CCC if they want to help.
3. Door for extra security / campus safety
 1. The door was quoted at \$6,000. Father Walter will talk to Finance Council about how to handle what budget the amount comes from.

Executive Session Begins 8:34 PM

Kathy Brennan, Travis Gerritts and Tim Clark are excused.

Execute Sessions Ends 10:09 PM**After Executive Session:**

1. Point system for teachers that determines eligibility for compensation adjustments.
2. Employee handbook for school staff
 1. Is there one?
 2. It would include dress code, time off/absences, work day expectations, parking

Closing Prayer at 10:09 PM

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

Next meeting February 6, 2018 – Notre Dame Room

Submitted by: Jessica VandenHeuvel