

St. Nicholas Board of Education  
Minutes  
March 13, 2018

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

**Members Excused:** Leah VanHandel

**Open Floor:** Jennifer Jochman

**Approval of the Agenda:** Terri Romitti makes a motion to approve the agenda. Mark VanderLinden seconds it. All in favor and motion passes.

**Valley Area Special Needs:** – Chris Schmidt

1. St. Nicholas representative opening – Volunteer still needed
2. Stephany Leurquin – VASNRE Director – 920-636-6580 or [leurquins@holyspirit-parish.org](mailto:leurquins@holyspirit-parish.org)  
Stephany was not able to make it to this month's meeting.
3. Chris shared their meeting minutes with the Board of Education
  - a. Their next meeting is Thursday, April 5 at 6:30 PM

**Approval of the February Minutes:** Terri Romitti makes a motion to approve the agenda. Jodie Roskowski seconds it. All in favor and motion passes.

**Pastors Report Saint Nicholas March 2018 by Father Walter**

1. Education
  - a. New Evangelization Assistant position is posted in the bulletin and the Compass
  - b. Saint Nicholas School Budget 2018 to 2019
    1. Finance Council approved \$245,140 parish investment
    2. Fundraising budget formulas and goals are in place
  - c. Deacon Gary, Jennifer Jochman and Marny Clark are teaching the 8<sup>th</sup> grade “Rediscover Jesus”
2. Worship
  - a. February server of the month: Eric Wolf
  - b. Mass journals will be introduced this week
3. Holy, Engaged, Alive:
  - a. Holy Hour, Tuesday March 20, 4:45pm
  - b. I will be at USML October 29 to November 8 for continuing studies for Catholic priests
4. Finance council
  - a. 2018 Bishop’s Appeal, Bob Schommer testimony Feb. 17-18. We are at \$32,126 of the \$62,949 goal (51%)

**Financial Reports:** Reviewed

1. February 2018 requested from Cortney
2. Reports were e-mailed out late, look at them at home

**Administrative Reports:****New Evangelization Board Report March 2018**

From Kathy Brennan

1. Confirmation retreat: 20 students from St. Nicholas and St. Edward attended retreat led by Spiritus
2. Rite of Enrollment for First Communion took place on Sunday, February 25
3. Church Search took place on Thursday, February 15
4. This month we are:
  - a. Praying the Stations
  - b. Receiving the Sacrament of Reconciliation
  - c. Grades 5, 8, 11 are taking the ACRE assessment
  - d. Learning more about the season of Lent
5. April 16-20 registration will be started for New Evangelization for next year

**St. Nicholas School Administrator Report March 2018**

From Travis Gerritts

1. St. Nicholas School has officially entered the Wisconsin School Choice Program. The application period began on February 1<sup>st</sup>. We currently have three students applied for the Choice Program. Cortney Curran and Travis Gerritts attended a training in Madison to learn more about the program and it's application process.
2. St. Nicholas had both high school and middle school VEX robotics teams. Both teams concluded their year with a nice showing at the state competition. The team received many awards once again this year throughout their competitions.
3. On February 16, we hosted 3 schools to observe our K-2 reading program, Super Kids. The schools are interested in purchasing the program.
4. The staff concluded a BERT team procedure training on February 12. The BERT (Building Emergency Response Team) is in place in case of medical emergencies within the school.
5. The 7<sup>th</sup>/8<sup>th</sup> graders went to Mosquito Hill Nature Center on February 21 to clean out wood duck houses and prepare the houses for the upcoming nesting season. They also collect data on the houses for an ongoing study at the nature center.
6. Pizza Making Day took place on March 9. The 4<sup>th</sup> - 8<sup>th</sup> graders, with the help of staff and volunteers, made approximately 3,200 pizzas.
7. The Seroogy's Chocolate Easter Candy Sale concluded on March 9.
8. Opera for the Young, a traveling talent group, will be performing at St. Nicholas on March 14. All are welcome to attend.
9. Super Sunday is planned for Sunday, March 18.
10. Home and School will be holding the Easter Extravaganza Family Night on Friday, March 23.
11. March 27 marks the end of the 3<sup>rd</sup> quarter of the educational year.

**Old Business:**

1. St. Nicholas School 2018-2019 budget review/approval
  - a. The school budget has deficit of \$18,000 that Travis will work on adjusting.

2. Marketing
  - a. Approval of marketing plan
    - i. Terri Romitti makes a motion to approve the marketing plan. Mark VanderLinden seconds it. All in favor and motion passes.
3. Capital Campaign
  - a. They moved forward with Phase 2
  - b. They are currently “right sizing” everything
  - c. They are getting estimates on different size gyms
  - d. The goal is to break ground this summer

#### **New Business:**

1. Board of Education Replacements for Mark and Leah brainstorming
  1. June is last meeting for both of them
  2. We talked about if we should find a “numbers” person or someone with education experience
2. New Evangelization budget
  1. The cost is set at \$150 for the first two family members, \$75 for the third and free for any family members after that.
  2. Kathy may have a final budget soon, depending on a possible new hire
3. Travis is doing well. A survey by the parents of St. Nicholas School was positive.
4. Kathy's work is appreciated and the Board of Education would like to help her look for other opportunities.
  1. Board of Education will be doing a survey to ask the New Evangelization families what is working well and where improvements can be made
5. We spoke of a Board of Education Handbook and what our goals are for the church.
  1. Below is a link to guidelines for School Boards from the Diocese.
  2. [http://www.gbdioc.org/images/stories/Resource\\_Site/Education/Board-of-Education/Documents/Board-Manual.pdf](http://www.gbdioc.org/images/stories/Resource_Site/Education/Board-of-Education/Documents/Board-Manual.pdf)

#### **Executive Session**

Start: 9:51 PM, End: 10:55 PM

Closing Prayer at 11:00 PM

Mark VanderLinden makes the motion to adjourn the meeting. Jill Cropsey seconds it. Motion passes, meeting adjourned.

Next meeting April 3, 2018 at 7:30 PM in the Notre Dame Room

Submitted by: Jessica VandenHeuvel