

St. Nicholas Board of Education
Minutes
October 2, 2018

Members Present: Chris Schmidt, Jodi Roskowski, Jill Cropsey, Terri Romitti, Jessica VandenHeuvel, Kathy Brennan, Scott Vanderloop, Jayne Vosters

Members Excused: Father Walter, Jim Newhouse

Open Floor: No one present

Approval of the Agenda: Jayne Vosters makes a motion to approve the agenda. Jessica VandenHeuvel seconds it. All in favor and motion passes.

Valley Area Special Needs: No Representative

1. Shared minutes from September 6, 2018 meeting

Approval of the September Minutes: No changes were needed. Chris Schmidt makes a motion to approve the agenda. Terri Romitti seconds it. All in favor and motion passes.

Pastor's Report Saint Nicholas October 2018 by Father Walter

1. Education
 - a. Tuition assistance: Balance in fund? (\$14,000, \$10,000 used) How is fund built up? (donors) What are the guidelines for use for NE and school? (make guidelines for next school year).
 - b. Masses with student participation, all are at 10:30 AM Mass: 11/18, 2/3/19 (Catholic Schools Week), 3/17/19, 5/19/19 (changed from June 2 due to HS graduation)
 - c. Marny Clark hired as Youth Minister, part time (10 hours/week)
 - d. TBOE closed executive session re-scheduled to 12/4/18
2. Worship
 - a. Server of the month for September is Caden Bast
 - b. The proposal to get a new cross and crucifix and center it on an arch in the sanctuary has been approved. The corpus has been ordered. The carving may take several months
3. Living Justice
 - a. October is Respect Life Month
 - b. Blue Mass, Tuesday October 23, 5:45 PM (special blessing for firefighters, officers of the law, EMTs, first responders)
4. Holy, Engaged, Alive:
 - a. Holy Hour Tuesday, October 16 at 4:45 pm
 - b. I will attend the annual Clergy Congress, October 1 – 3 (M – W)
 - c. Discipleship seminar for parish staff, Thursday October 25
 - d. I will attend spiritual theology for priests at USML October 29 – Nov 8 (I will not be able to

attend TBOE or Worship 11/6/18)

5. Finance council
 - a. Annual parish meeting, good meeting last week. Thanks everyone!
 - b. Building for the Future
 - i. Groundbreaking ceremony October 14, 11:30 AM, followed by Harvest Bazaar
 - c. Fundraisers
 - i. CountryFest, numbers need to be plugged into the Formula for determining budget for hiring entertainment for 2019
 - ii. Winter Auction, Saturday January 26, 2019, Colonial House. Committee is looking for an auctioneer
6. Pastoral Council
 - a. Pastoral Council is assigning objectives from the five year strategic plan and reviewing goals the committees have written. The council liaisons will work with the committees.

Financial Reports:

1. Year end reports
 1. There were questions on the school numbers
 1. Chris will follow up with Cortney
 2. There will be an audit on student enrollment April 2019

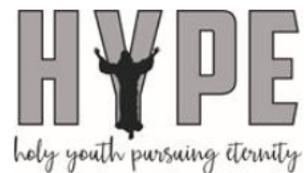
Administrative Reports:

New Evangelization Board Report October 2018

From Kathy Brennan

1. NE Wednesday catechetical classes
 - a. Catechist in-service on September 12 was well attended. We discussed on line lesson plans, incident report forms, handling challenging students, Adoration, housekeeping items.
 - b. Open house for the Saint Therese room for the child on September 16
 - c. Welcome back night for students and families on Wednesday, September 19
 1. Well attended
 2. We shared our focus for the year: Being in His presence, recognizing our God moments throughout the day
 - d. Confirmation Candidate/Sponsor meeting on Sunday, September 23. Opportunity to share information with sponsors and candidates. This was the second such meeting and a make-up session is being offered on October 9.
 - e. First Reconciliation family gathering was held on Sunday, September 23

1. Began with a parent panel discussion – I received positive feedback on this
 2. Deacon Gary and I worked with the students on a lesson focused on the Kerygma – a few parents shared that their child really enjoyed the book we shared, “The Garden, the Curtain and the Cross”
 3. Families were invited to attend 10:30 AM Mass
 4. Families were invited to have lunch together after Mass. Stephanie helped me prepare the meal. Twelve families joined us for lunch.
- f. First Wednesday afternoon and evening classes for the year took place on September 26. We are blessed with a great group of dedicated catechists and volunteers. Father Walter presided over Adoration and spoke briefly about Adoration with each grade level session
2. Youth Ministry
 - a. Marny Clark, our new Youth Minister is very busy organizing both a high school and middle school group. We will not be referring to these as groups any longer, as this term tends to turn students off from joining. Students will be invited to come to John 3:16 or HYPE (middle school).
 - b. Marny, with the help of a young mom with graphic arts background has created two logos:
 1. High School will be called John 3:16
 2. Middle School is called HYPE
 - c. Planning meeting for HYPE will be October 14 in conjunction with the Harvest Bazaar
 - d. Planning meeting for John 3:16 will be on October 21
 3. Young Adult ministry – watching for updates from the regional organizer and will promote events when they occur
 - a. Opportunities: Frassati Group, Fox Valley Catholic Young Adults, Young Adult and Young Family Potluck Brunch second Sunday of the month at St. Pius X
 4. Adult Ministry
 - a. Karen Court training
 - b. Grief support: Planning committee has met twice developing a plan. The first meeting will be on October 15 at B’s Brew from 10:30 – 11:30. This is an ecumenical group offering support and a safe place to discuss issues surrounding caring for a loved one and placing a loved one in a care facility. The group that will gather for this meeting is small and have been invited by word of mouth. Plan is to expand once the core group is in place.
 - c. Steven Ray, Lenten mission through the Appleton Catholic Churches – I will be helping



with this event and will publish and advertise. Dates are March 29 and 30th at St. Pius X

d. Opportunities:

1. Scott and Kimberly Hahn “Understanding and Defending your Faith,” Saturday, October 20, Saint Raphael, Oshkosh
 2. A Prophetic Voice: How Pope Paul VI Foretold the Future... And Why it Matters, October 22, Xavier Fine Arts Theatre
 3. A Church in Need of Easter, November 19, Xavier Fine Arts Theatre
 4. The Miraculous and Living Image of Our Lady of Guadalupe, December 10, Xavier Fine Arts Theatre
5. Baptism Preparation
- a. Deacon Gary and I met with mentor couples for training on September 23 and rolled out the new plan which includes gathering together at the parish for Mass, catechesis and a meal
 - b. We have five mentor couples presently involved in this program and one more couple discerning involvement at this time.

St. Nicholas School Administrator Report October 2018

from Scott Vanderloop



St. Nicholas Catholic School
W 2035 County Road S
Freedom, WI 54130

September 25, 2018

We are a month into the school year. We are working on our Professional Learning Communities. I have stopped by with each team the last two weeks. My focus the first part of the year is for the staff to work together to talk about the students and things they are doing in their classrooms that are helping the students learn. My goal is very essence of a *learning* community is a focus on and a commitment to the learning of each student. When the school functions as a PLC, educators within the organization embrace high levels of learning for all students as both the reason the organization exists and the fundamental responsibility of those who work within it (Solution Tree). I have shared my goals with father and sharing with him that my goals are not a me goal it is an us goal.

Next, I have done a walk through with all teachers. My mantra going forward is every classroom, every day. I want the students to see me and interact with me too. I am not trying to check up on the teachers every day, but I want to see the learning that is happening within the school. We have amazing teachers and I want them to share their knowledge with others. I am trying to make sure what is taught in school is similar to what is being taught in New Evangelization, by meeting with Deacon Gary and Kathy.

We started having parents take the students to band, which seems to be working out. The difficult thing is we need two adults in every vehicle as we travel back and forth.

A couple of quick things:

- We are having a Stomp-Out Bullying Month of October, different activities every week. First one is to wear a blue shirt on Monday.
- Wrightstown School District donated four Smart Boards, hoping to get them set up in classrooms with proper software.
- Met with Dean Gerondale, Finances for the Diocese, about setting up a budget
 - o There are some families that need tuition assistance and there needs to be account for it
- We had our first Rocket of the Month on Wednesday, September 26 – went well (hopefully)
- I am sending out letters of concern to parents if their child is failing a class – students need to be an advocate for their learning
- Working on my letter for the two through four-year old's
- I am hoping to set up an open house in October for the 3K, 4K, and 5K program – Paint Pumpkins and have tours throughout the school after mass on Sunday or one night after school
- Fundraising – cookie dough with our pizzas this year and a \$25 coupon book to be handed out during Thanksgiving time – hopefully be here in time for families to use during Christmas.
- Rocket Recorder seems to be working with staying in contact with parents (thoughts)
- Trying to get some grants put together for technology

Old Business - All:

1. Marketing plan
 - a. 2, 3, 4 year old letter from principal; due date November 30
 - b. Facebook – minimum four/month
 - c. November meeting we will have several Marketing action items to put together for registration, CSW, etc.
2. BOE Goals – Catholic identity, accreditation
3. Budget Pie Chart Update
 - a. Father Walter will update the budget pie chart at future meetings
4. Updated date for Youth Mass – May 19, 2019

New Business – All:

1. Email from St. Edward's
 1. 2019-2020 Budget
 1. Due date
 1. Scott will have first draft by first week of November
 2. Fundraising Formula

Executive Session – Father Walter Stumpf (scheduled for October, January and March meetings)

- Check with Father Walter about rescheduling November meeting to have him at an Executive Session before December

Closing Prayer at 8:20 PM

Chris Schmidt makes the motion to adjourn the meeting. Terri Romitti seconds it. Motion passes, meeting adjourned.

Next meeting November 6, 2018 at 6:30 PM in the Notre Dame Room

Submitted by: Jessica VandenHeuvel