

St. Nicholas Board of Education  
Minutes  
August 7, 2018

**Members Present:** Chris Schmidt, Father Walter, Jodi Roskowski, Jill Cropsey, Terri Romitti, Jessica VandenHeuvel, Kathy Brennan, Scott VanderLoop, Jim Newhouse, Jayne Vosters

**Members Excused:** None

**Open Floor:** None present

**Welcome New BOE Members:** Jayne Vosters and Jim Newhouse

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

**Valley Area Special Needs:** – No report this month

1. St. Nicholas representative opening – Volunteer still needed
2. Jill Cropsey will email Stephanie Leurquin for future reports

**Approval of the June Minutes:** No changes were needed. Chris Schmidt makes a motion to approve the agenda. Jessica VandenHeuvel seconds it. All in favor and motion passes.

**Pastor's Report Saint Nicholas August 2018 by Father Walter**

1. Education
  - a. New principal, Mr. Scott Vanderloop
  - b. Mission Trip, Love Begins Here, St. Mary's in Lena
  - c. Letter received regarding a bullying incident that occurred
    - i. Discussed Bullying policies and procedures for school and New Evangelization
      1. Any time a parent or student reports an incident and/or is called about an incident, a report will go in the students' files.
      2. Mr. Vanderloop will create a google document for reporting incidents for school staff to use.
2. Worship
  - a. Server of the month: June: Ashley Lahay; July: Max VerVoort
    - i. It was suggested that this information should be in the bulletin for parishioners to see.
  - b. I am hoping to get a CAD of the proposed arch/crucifix for the sanctuary
3. Living Justice
  - a. The monument is in place with inscriptions: "The Lord called me from the womb, from the body of my mother He named me. Isaiah 49:1" and on the other side: "In loving memory of God's little children born into the arms of angels."
4. Holy, Engaged, Alive:
  - a. Holy Hour Tuesday, August 21 at 4:45 pm

5. Finance council
  - a. Building for the Future
    - i. Building for the future pledge event Thursday, August 9 at Simply Country Barn
    - ii. Brian Bachman has been appointed to serve on the finance council for a three-year term
6. Pastoral Council
  - a. Assigning objectives from the five year strategic plan. The council liaisons will work with the committees.
  - b. We will be included in a strategic plan with the diocese in March 2020 “Disciples on the Way.”

**Financial Reports:**

1. June 30 was end of fiscal year. The reports will be finalized for review at the September meeting.

**Administrative Reports:**

**New Evangelization Board Report August 2018**

From Kathy Brennan

1. Catechesis of the Good Shepherd updates
  - a. I completed level 1B training in July and will begin level 2 training in July 2019
  - b. I am working on building a room for the young child in one of the rooms upstairs in the Parish offices
  - c. A flyer will be put in the bulletin asking for help with materials in late August
  - d. Looking to offer a preschool session on Tuesday or Thursday mornings and possibly a late afternoon time slot.
  - e. Will be reaching out to new principal and preschool and Kindergarten teachers to see what their interest is in having their students participate in this experience one time per week (60 minute sessions)
2. Love Begins Here Mission Trip
  - a. Jennifer and Marny Clark took 13 middle school students to Lena for three days of service and faith sharing.
3. Middle School Bonfires
  - a. Bonfire in June and again in July.
  - b. Shared prayer, mission trip experience, food and games.
  - c. Students from St. Nicholas and St Edward attended these bonfires.
  - d. Look to continue meeting periodically throughout the year.

4. Registrations were due before July 1<sup>st</sup>, however we continue to accept late registrations. We have 186 students registered as of July 27. At meeting date there were 196 registered. We will be sending out a reminder email in early August to people who had children registered last year but have not yet registered their children for the 2018-2019 school year.
5. Deacon Gary and I are working on a new Baptism Prep program which we plan to implement beginning in September.
  - a. Will meet one Sunday a month – includes faith sharing, catechesis, Mass and a meal
6. New Sacramental Prep program
  - a. Will meet one time per month – Sunday morning or Thursday evening
  - b. Will include faith sharing, catechesis, Mass when meeting on Sunday, guest speakers, panel discussions and a meal.
  - c. Babysitting will be provided.
  - d. Will be using Dynamic Catholic's Blessed Program – book and online materials
7. Karen Court is forming a grief support group for people who have a spouse or parent in a nursing home or assisted living situation. This will be an ecumenical group and will begin in September.
8. Three high school girls helped paint one of the rooms upstairs and plan to use this as a youth room.

### **St. Nicholas School Administrator Report August 2018**

1. Welcome Scott!
  1. His first day was August 1<sup>st</sup>.
  2. There was a facebook post to introduce Scott and his family on the St. Nicholas school facebook page.
2. Administrative update
  1. He is in the process of hiring three new teachers
  2. He is planning a staff get-together on 8/15
  3. He is working on a date for "Step up" day for Kindergarten

### **Old Business - All:**

1. Marketing plan status – upcoming tasks – Jill Cropsey
  - a. New coloring sheet for children's Mass bags
    - i. Kathy changed the coloring pages and will continue in the future

- b. Yard sign – quotes outgoing
  - i. Fast Signs quote was \$13 for a step-in sign per Jill
  - ii. Chris will email TLC for sign quotes and have a price by next meeting

**New Business – All:**

- 1. Update of BOE website – add new members, remove old
  - 1. Stephanie, Parish Secretary, updates the site. Jill will email her.
- 2. Review Board of Education goals / strategic planning alignment with Pastoral Council
  - 1. Write attainable goal for accreditation project to continue
    - 1. Travis finished the 1<sup>st</sup> stage and is half done with 2<sup>nd</sup> stage
  - 2. Write attainable goal to develop plan to engage students in improved Catholic identity in school and NE
    - 1. Proposed Schema for Mass with NE/school/youth/young adult involvement
      - a) Goal: Bring souls to the Lord
      - b) Lectors – selected from previous confirmation class (newly confirmed)
      - c) Prayers of the Faithful (petitions) – three from grades 3 – 6?
      - d) Ushers – Grades 8 – 12 work with adult ushers
      - e) Choir – Grades 4 – 12 work with musicians
      - f) Cantors – work with musicians (grades 4 – 12)
      - g) Altar Servers – two experienced servers plus one newer server
      - h) Proposed Dates (all 10:30 am Mass)
        - 1. November 18, 2018
        - 2. February 3, 2019 (Catholic Schools Mass – School families only)
        - 3. March 17, 2019
        - 4. June 2, 2019 (Ascension)

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

Closing Prayer at 8:58 PM

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

Next meeting September 4, 2018 at 7:30 PM in the Notre Dame Room

Submitted by: Jessica VandenHeuvel