

St. Nicholas Board of Education  
Minutes  
December 4, 2018

**Members Present:** Jodi Roskowski, Jill Cropsey, Terri Romitti, Jessica VandenHeuvel, Kathy Brennan, Jayne Vosters, Father Walter

**Members Excused:** Jim Newhouse, Scott Vanderloop, Chris Schmidt

**Open Floor:** No one present

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

**Valley Area Special Needs: No Representative**

1. Shared minutes from November 8, 2018 meeting

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

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

1. Education
  - a. Xavier concert here Friday at 1:00 PM
  - b. Grants applied for from the Catholic Foundation for the Diocese of Green Bay
    - i. NE Catholic art and artifacts for the Youth Room
    - ii. STEM curriculum (Project Lead the Way)
  - c. Contribution distribution spreadsheet
2. Worship
  - a. Server of the month for November is Meghan Meulemans.
  - b. The solemnity of the Immaculate Conception of the Blessed Virgin Mary, a Holy Day of Obligation. Mass Friday 6:30 PM at St. Edward, Saturday 8:15 AM at St. Nicholas
  - c. Parish Advent penance service for Tuesday, December 11 at 6:30 PM
3. Living Justice
  - a. Angel tree
  - b. March for Life
4. Holy, Engaged, Alive:
  - a. Holy Hour Tuesday, December 18 at 4:45 pm
  - b. Luke Spehar and Alyssa Fassbender concert, Saturday at St. Edward after 5:30 PM Mass
  - c. I will attend spiritual theology for priests at USML Feb 18-28
5. Finance council
  - a. Crozier society / Bishop's Appeal donor party Dec. 1

b. Stewardship letter and contribution statements this week

6. Pastoral Council

Saint Nicholas regular  
Contributions Income  
(EFT,envelopes and loose)

	2017-2018	2018-2019	sum 18	sum 19	sum19/ sum18	
July	48,394.40	43,619.42				
August	40,320.87	37,823.86				
Sept	40,178.46	44,098.56				
Oct	48,682.54	39,825.67	177,576	165,368	0.93	
Nov	50,377.78	41,290.00	227,954	206,658	0.91	
Dec	135,917.74				#DIV/0!	
Jan	37,463.50				#DIV/0!	
Feb	40,252.16				#DIV/0!	
Mar	40,550.61				#DIV/0!	
April	47,468.45				#DIV/0!	
May	37,992.73				#DIV/0!	
June	72,692.01				#DIV/0!	
Total	640,291	206,658				
Projected 2018-2019		580,472				
Projected 2019-2020		526,242				
		Parish school	NE k-11	NE adult	NE young adult	Youth ministry
Parish investment		(sumx0.35)-SFX	sum x 0.07	sum x 0.07	sum x 0.02	sum x 0.05
	2019-2020	166,130	36,837	36,837	10,525	26,312

**Financial Reports:**

1. Jill has requested detail from Cortney moving forward.

**Administrative Reports:**

**New Evangelization Board Report December 2018**

From Kathy Brennan

1. NE Wednesday catechetical classes
  - a. We had our first ever family home study lesson in October. Families were asked to report on a saint – one saint per family. Forty-two percent of our families responded.
  - b. Grade 7 students and catechist volunteered at Freedom Food Pantry on November 28

2. Youth Ministry
  - a. Seth Alfaro event at Holy Cross is set for December 2<sup>nd</sup>. Marny and Jennifer will be attending with the youth
  - b. Marny has been meeting with a group of High School students who are looking to take on leadership roles.
  - c. John 3:6teen had a movie night at Mary Jochman's house on November 21<sup>st</sup>. Eight students attended and watched the movie Letters to God.
  - d. Next HYPE gathering is scheduled for January.
3. Youth, Young Adult, Adult Ministry
  - a. Youth participating in the March for Life will speak at the Masses the first weekend in December and invite the Saint Nicholas community to make donations to support their trip in January. The students will be in the back of church after Mass with posters that people can sign. The students will carry these signs as they march in Chicago.
4. Adult Ministry
  - a. Footprints of God DVD series will begin in January.
    1. Each DVD will be offered two times per week – Tuesday evenings after Mass and Thursday mornings after Mass.
    2. Each session will be 90 minutes long.
    3. Each DVD will take two sessions to complete.
    4. We will be offering the following DVDs: Jesus, Mary, The Apostolic Fathers and Paul.
    5. The hope is to introduce people to Steven Ray the author of this series who will be speaking at St. Pius X in March.
5. Catholic Identity
  - a. Saint Nicholas school will be participating in an Advent Journey with Mary and Joseph this Advent. Mary and Joseph will be journeying through the 3K-5 classrooms during Advent and arrive at the empty manger on Friday, December 21<sup>st</sup>. Grades 6-8 will offer support – Grade 6 will set up the manger, grade 7 will add the shepherds and sheep and grade 8 will add the three kings when they return in January.

**St. Nicholas School Administrator Report December 6, 2018**

from Scott Vanderloop

**November 28, 2018**

The month of November went by very quickly and the school was very busy. We have dove deep in the Accreditation process this month by assigning teams and working on certain benchmarks.

I went to a review team for accreditation and I learned a lot about what is being asked and what we need. I am trying to communicate to the staff that I would like them to add the things that we do have and then we can discuss the things that we need to work on. In doing this process, I am having subcommittees start to talk about different sections about the process, so we can accomplish the things that we need to.

During the month of November, we focused on teamwork. It was great to see all the students who earned an award for teamwork. There were 29 winners for teamwork. The entire eighth grade class received one for planning and serving Thanksgiving dinner. It was also great to see all the volunteers, construction workers, our auditors and many more guests to our Thanksgiving meal.

Also, we had a Young Readers Week. Mrs. Linwood set up the week with different activities. I set the amount to read at 30 minutes per night for everyone and the feedback was mostly positive. My challenge to all the kids and the families is to not just make it a one time thing. It should be something the students are doing nightly.

Last month, I mentioned about doing ACP (Academic Career Planning). In talking with the principal at Freedom High School, he doesn't feel like it should be priority, but would be a benefit if we wanted to do something like this. Therefore, I am looking at having a spanish teacher and/or having a STEM class in Project Lead the Way.

On Friday, November 30, I interviewed someone for the Spanish position. I am hoping that I am able to fit him into our budget, because I think he would be a real asset to our team here.

I am in the process of working with Kathy to collaborate an Advent Activity. Also, collaborating with the parish on some other activities, too. They all have been great and hopefully we are able to keep this going.

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

1. N/A

### **New Business – All:**

1. New Evangelization Team Introductions
  - a) Lisa Kater is the Administrative Assistant. Her strengths are emails and communication.
  - b) Jennifer Jochman works on big projects, such as Vacation Bible School and the Christmas Play. She helps with New E on Wednesday nights, as well.
  - c) Marny Clark is in Youth Ministry. She works with the middle school and high school students in HYPE and 3:6teen. Marny helps the students to build a relationship with Christ.
2. 2019-2020 Budget
  - a) Approval of Budget
    1. After much discussion regarding the school budget, a decision was made. Jodi Roskowski makes a motion to approve a tuition increase of \$100 across the board at all levels. Jessica VandenHeuvel seconds it. All in favor and motion passes.

2. The board will continue to work on the budget with the finance council for next meeting.
3. Electronic Funds Document – signed document needed for Cortney tonight
  - a) This is a new policy to have in place because of “School Choice.”
  - b) Jayne Vosters makes a motion to approve the electronic funds document to be signed by Jill Cropsy, President of BOE and Father Walter. Jessica VandenHeuvel seconds it. All in favor and motion passes.
4. Christmas Caroling
  - a) Caroling will take place on December 22 after Mass. The participants will sing and walk around Peterson Rd/Coffey St. Snacks will be shared after in the Parish Hall. All are welcome.

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

Closing Prayer at 8:22 PM

Jodi Roskowski makes the motion to adjourn the meeting. Terri Romitti seconds it. Motion passes, meeting adjourned.

Next meeting January 8\*, 2019 at 6:30 PM in the Notre Dame Room

\*Date change because of New Year’s Day

Submitted by: Jessica VandenHeuvel