

St. Nicholas Board of Education  
Minutes  
September 5, 2018

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

**Members Excused:** None

**Open Floor:** Anne Thelen – Youth Masses

Who is responsible for choosing children to participate?

Something will be sent out inviting ALL children / in bulletin

Is there a rehearsal?

There will be a rehearsal for the children organized by Jodi Roskowski

There will be another rehearsal on the day of the Mass one hour prior.

Who plays piano?

Nov 18 Anne will play piano with the Praise Choir

Feb 3 Anne will play (St. Nick's children only)

March 17 Jodi or Jennifer will be scheduled

June 2 – tbd pending date change

When new date is chosen, let Anne know date

Anne said Praise Choir was willing to help during Mass with the children's choir

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

**Valley Area Special Needs: No Representative**

1. Most recent minutes (April) attached
2. Allie Romenesko is new director
3. Saint Nicholas BOE representation
  - a. Jill will continue to get meeting minutes. There were no volunteers for representation

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

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

1. Education
  - a. Welcome new faculty and students
  - b. School choice
  - c. Masses with student participation
2. Worship
  - a. Server of the month: August: Jordan Peters
  - b. A CAD of the proposed arch/crucifix for the sanctuary has been made
3. Living Justice
  - a. October is Respect Life Month

4. Holy, Engaged, Alive:
  - a. Holy Hour Tuesday, September 18 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
5. Finance council
  - a. Annual parish meeting, Tuesday evening at 6:45, September 25
  - b. Building for the Future, see bulletin weekly for updates
  - c. Fundraisers
    - i. CountryFest
      1. Formula for determining budget for hiring entertainment for 2019
      2. Auction – Is it time to offer only one auction per year?
        1. Jodi suggested no because there is a different crowd at both auctions
    - ii. Harvest Bazaar, Sunday October 14
      1. Ground breaking for Building for the Future will happen at the bazaar
6. Pastoral Council
  - a. Derek Schuh is the new chairperson
  - b. Assigning objectives from the five year strategic plan. The council liaisons will work with the committees.
  - c. We will be included in a strategic plan with the diocese in March 2020 “Disciples on the Way.”

### **Financial Reports:**

1. No financials to review this month
2. Father Walter shared a pie chart
  1. Healthy parish spending
    1. School = 27 %
    2. New Evangelization K–12 = 7%
    3. New Evangelization Adult = 7%
    4. Youth Ministry = 5%
    5. Young Adult = 2%
    6. Parish Activities = 52%
  2. Our parish spending
    1. School = 42%
    2. New Evangelization K-12 through adult = 15%
    3. Parish = 43%

## **Administrative Reports:**

### **New Evangelization Board Report September 2018**

From Kathy Brennan

1. The St. Therese Room for the child
  - a. Ten kindergarten students begin classes on Wednesday, October 3.
  - b. Flyer will be put in the bulletin on the weekend of Sept 8 and 9 asking for help furnishing the St. Therese room.
  - c. Open house for all kindergarten students and families will be held on Sunday, Sept 16 after 10:30 AM Mass.
  - d. Will work with school teachers in assessing interest in this faith opportunity.
2. Middle School Bonfires
  - a. Last bonfire was on Sunday, August 19. There were 30 kids who attended.
  - b. Looking to offer more middle school opportunities throughout the year.
3. Wednesday afternoon and evening program:
  - a. Registrations continue to come in and as date of meeting, we have 244 students who registered for the Wednesday afternoon and evening classes.
  - b. We are still in need of catechists at the elementary level and classroom aids at all levels.
  - c. Lisa VanderLinden, our Wednesday afternoon and evening support person resigned in late August and Marny Clark has been hired to replace Lisa. We are looking forward to having Marny as part of the New Evangelization team.
  - d. Dates:
    1. Sept 12: Catechist Formation Night
    2. Sept 13: 1<sup>st</sup> grade orientation
    3. Sept 16: Kindergarten Open House
    4. Sept 19: Welcome back night (grades 2 – 11 with grades K and 1 being optional)
    5. Sept 26: First class (grades 1 – 11)
4. Sacramental Prep
  - a. Baptism Prep
    1. Deacon Gary and I will be meeting with mentor couples on Sunday, September 9 to get their feedback on our new Baptism prep program.
    2. Gatherings will take place on the second Sunday and Tuesday of the month. The addition of Tuesday evening was added to better meet the needs of the people we are

serving.

3. Both gatherings will include Mass, a meal and faith sharing.
4. I will lead the Sunday morning gatherings and Deacon Gary will lead the Tuesday evening gatherings.
- b. First Reconciliation (grade 2)
  1. Sept 23 family gathering
- c. Confirmation
  1. Sept 23 Candidate/Sponsor gathering
5. Karen Court continues to work on the formation of the grief support group and hopes to have it up and running by October

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

from Scott Vanderloop

1. We have three full time middle school teachers. Ms. Wolff, Mr. Romenesko, and Mrs. Shiners. Each teacher is teaching at least two different core classes. Mr. Romenesko is teaching three core classes.
2. In grades three, four and five the teachers will be with their classes unless the teachers have decided to switch classes by themselves. In doing research and my own philosophy of keeping grades three-five in their homerooms builds better positive relationships with kids and teachers.
3. I walked the school with Officer VanHorn from Freedom Police. We talked about places that need to be upgraded for security as well as getting the grant for the cameras and updating the swipe cards. In talking to a variety of people there are a lot of keys floating around, and my hope is to cut down the number of keys that are out there to the school.
4. The Home and School sponsored and bought a projector in Mr Romensko's room. His projector did not work. I am wondering what we are going to do with technology, because it has to be updated soon. Question: Do we charge a technology/Chromebook fee?
  1. \$200 is needed to fix the Chromebooks. Two 8<sup>th</sup> grade students don't have them yet.
5. The staff went to the Discipleship training at Green Bay Notre Dame. It was a great way to kick off the year as the staff discovers Alpha. The training was about our own relationship with God and how we should express our thoughts to our children, so the children can show their pride of their beliefs.
6. I am starting a Rocket of the Month, where each grade level will nominate one or two students who are showing that character trait for the entire month. My hope is to build a positive culture

with the kids and recognizing the good things that they do. The traits are as follows:

responsibility, respect, teamwork, faith, empathy, kindness, perseverance, courage, honesty.

7. For the past two weeks, Marcia has been using Little Chute and Freedom's School Crisis Plan to create our own St. Nicholas School Crisis Plan. This plan cannot be seen by outside people of the school it has to stay in the office. Once it is approved, I can then share it with teachers, if they ask for it.
8. Band
  1. I know there are and have been questions about kids walking over to the public school for band. We have to have them walk or their parents can take them, because it is against our licensing for a Choice School. We reached out to Lamers Busing and Kids Kab. Lamers was \$97 a day and Kids Kab is \$50 a day. Band is two days a week.

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

1. Marketing plan
  - a. Signs for incoming 3k, 4k, and K
    - i. 43 yard signs were placed in lawns on the young students by 3 volunteers
  - b. 2, 3, 4 year old letter from principal; due date November 30
    - i. Stephanie can get the list of children
  - c. Facebook – minimum four/month
2. BOE Goals – Catholic identity, accreditation

#### **New Business – All:**

1. Email from St. Edward's
  1. Kathy Schwiezo, President of Board of Education at St Edward's invited us to a Total Catholic Education Board presentation by Todd Blahnik, Superintendent for Green Bay Diocese.
  2. Tuesday, September 18 at 7:00 PM in the St. Nicholas Room at St. Edward's
    1. This is informational for new and existing board members.
2. Time of our meetings
  1. There was a suggestion to change the BOE meeting time to 6:30 PM.
    1. Worship Committee meets at that time and would need to agree on the time.
    2. The committees could begin with a prayer together, followed by Pastor's Report. Then we would separate.

2. Jodi Roskowski made a motion to make a recommendation to change the BOE time to 6:30 PM. Jim Newhouse seconds it. Motion for recommendation passes.

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

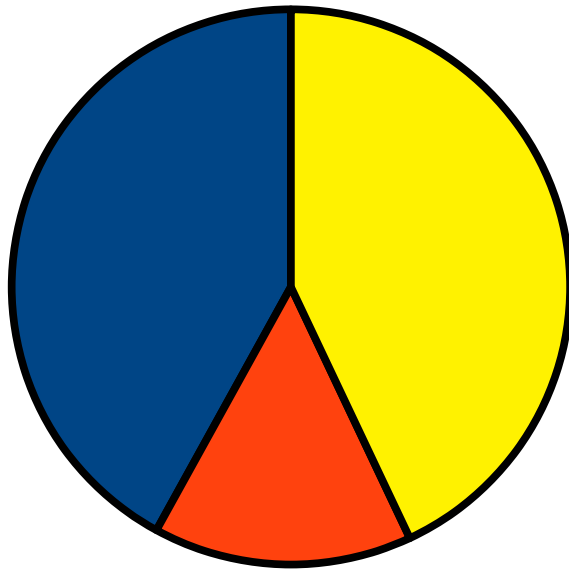
Closing Prayer at 9:12 PM

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

Next meeting October 2, 2018 at 7:30 PM in the Notre Dame Room

Submitted by: Jessica VandenHeuvel

### St. Nicholas Parish



- School = 42%
- New Evangelization K-12 to Adult = 15%
- Parish Activities = 43%

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