

School Commission Minutes – February 11, 2025 @ 6:00 PM Shepherd of the Hills – In-Person

Present: Mrs. Petersen, Tim Harding, Ramsey Immel, Libby Bonen, Cori Knuth, Deanna Miller, Sarah Haubenschild, Kelly Hagman, Leah Bode, Mrs. Schreiner, Mrs. Goffard, Mrs. Zimmerman

Absent: Father Mark, Katie Abhold, Matt Immel, Barb Welsh, Barb Grzywinski, Sarah Benike-Immel, Jenn Wilke

Opening Prayer

Mission Statement

Walking the path of Christ with love and service through a Catholic education

2024-25 Theme: In the Deed, Find Glory – 1 Corinthians 10:31
“Whatever you do, do it for the glory of God.” Amen

School Reports: Mrs. Petersen

a. School Good News:

- a. We recently received a \$5,000 Safety Grant to map our school digitally. We are collaborating with a company called Critical Response Group to accomplish this project.
- b. With a generous donation, Mr. Petersen was able to measure for, purchase, and install safety shades for all classroom windows and doors.
- c. Using our grant money, all classroom door locks have been replaced!
- d. Learning Without Tears has been ordered for our 3K and 4K students for the 2025-2026 school year. Learning Without Tears fosters early literacy skills, from readiness to handwriting to phonics, ensuring every child’s path to learning is built on a strong foundation. We will use some materials for the rest of this school year to begin testing the program!
- e. A new K-5 Reading program called Wonders has been ordered for the 2025-2026 school year. Wonders uses research-proven instruction and best practices to help students grow as readers, writers, and critical thinkers.
- f. With another generous donation, we purchased 26 new iPads! The 3K/4K classes will receive their very own class set, the 2nd grade will have their old iPads replaced, and additional iPads will be available for others in need of replacements. Once the iPads are set up, new protective cases will be put on them.
- g. Mr. Holden also has all of the new laptops set up and working in the computer lab, and they are working much faster!

- h. New maroon wheelie chairs are in the Computer lab, and the blue Computer Lab chairs are now in the Music room.
- i. On the last Wednesday of each month, during the 8:30 am Mass, we will celebrate our monthly birthdays. Father Mark will invite all those who are celebrating or have celebrated a birthday that month to stand and receive a special blessing. Following this, Ms. Pelletier and the rest of the parishioners will lead the singing of "May the Dear Lord Bless You."

b. Principals Report:

- a. Our first-grade teacher, Mrs. Robbi Hughes, was named one of the Archdiocese of Milwaukee Catholic Herald Teachers of the Year for 2025! We will have an early release on Tuesday, March 11, at 1:00, so the staff can head to Robbi's Catholic Herald Teacher of the Year Dinner.
- b. Little Lambs starting February 19; will continue every other week into May with 7 total times
- c. For Catholic Schools Week, the kids collected 218 cans of soup and \$350.00 for the Fondy Food Pantry Soup-er Bowl Drive.
- d. Re-Enrollment/Registration is Open - We are excited to announce that current families who re-enroll and new families that register by Friday, March 14 will be entered into a drawing to win one of the following incentives: full-price tuition for one student or half-price tuition for one student
- e. Family Referrals - When you refer a new family to our school, you'll receive \$500 off your family's tuition as a token of our gratitude. It's an excellent way to share the gift of Catholic education while enjoying a tuition benefit for your family
- f. Speak Up, Speak Out Wisconsin 24/7: Students, parents, school staff, and community members may submit a school safety concern or threat via:
Call: 1-800-697-8776
Visit: speakup.wisconsin.gov
Download the App: iOS & Android
Text: SUSO to 738477

Review and Approve November Meeting Minutes: Approved

Parent/Parishioner Comments:

- a. None at this time

Pastoral Council:

a. Pastoral School Liaison: Barb Grzywinski

- a. Looking for ways to communicate better with parishioners.

- b. Goal to raise \$6,000 by June and are looking for new ideas
- c. Human Concerns and Stewardship positions are still open
- d. A meeting has happened to discuss new fundraisers – lots of good ideas such as a possible run walk / Run for the hills came from this meeting.
- e. A representative from the Archdiocese spoke about running a registration reboot to get emails from parishioners more easily. Planned on rolling this out in the next two months. It is based around how we can better help people.

Committee Reports:

a. Executive and Policy: Tim Harding

- a. Commission By-Laws are being reviewed and updated

b. Budget and Fundraising: Barb Welsh

- a. Dinner Auction theme – Celebrating 20 years of SOTH Super Heros. – 150 attendees and \$20,000 in cash donations so far
- b. Heart Association fundraiser to follow later in the year. This year will have more of a service project focus than in previous years

c. Long Range Planning: Mrs. Petersen (Committee Members: Mrs. Peterson, Jenn Wilke, Sarah Benike-Immel, Tim Harding, Matt Immel)

- a. Goals/Key Areas of Focus-Increase enrollment, Create a teacher pay scale(Amelia and Sandra need to work on this together), Budget(Amelia and Sandra need to work on this together), Curriculum, Safety, Exit Interviews
- b. Sandra and Amelia worked on creating a teacher's Salary Scale. The School Finance will have to approve it
- c. Sandra and Amelia have been working on budgeting
- d. Working on Writing updated job descriptions for Teachers, Principal, and Secretary
- e. Amelia continuing to plan for curriculum with teachers (reading)
- f. Budgeting for 2025 being planned

d. Marketing and Recruitment: Sarah Haubenschild (Committee Members: Mrs. Peterson, Steven Knuth, Sarah Haubenschild, Barb Grzywinski)

- a. Students who are registered by March 15th will be entered into a drawing to win Full Price Tuition for the 2025-2026 school year, and Half Price Tuition(a drawing for each) – Approved by the Finance Committee(Amelia is applying for a grant to help with funding)
- b. 3K/4K/5K Shepherd Showcase – invites went out December 5th – this will continue after Christmas break.

- c. Sunny 97.7 radio ad campaign – ads will start on December 16th and will run through March 12th and will include 480 thirty-second commercials
- d. Continuing to promote the Little Lambs program 3K/4K
- e. Video ads started on Radio Plus Sports YouTube channel on December 5th – the ads will play during local sporting event streaming and will showcase our school and Catholic Faith education – this will run 25 ads a week until May 2025 – generously donated by Nici Colwin
- f. The showcase went very well

e. Home and School: Barb Grzywinski

- a. Mom's and Muffins will be held on April 30th - sign-ups will go out soon
- b. Teachers have a wish list and it has been included in the newsletter

Review Action Item Register

Next Meeting: April 8, 2025 (In Person)

Tentative Future Meeting Dates:

May 20, 2025 (In Person)