

School Commission Minutes – September 23, 2025 @ 6:00 PM Shepherd of the Hills – In-Person

Present: Mrs. Petersen, Ramsey Immel, Cori Knuth, Deanna Miller, Emma Michels, Robbie Hughes, Wendy Pelletier, Jenna Lindsley, Barb Welsch, Heather Santa Cruz, Kailey Keune, Kelly Hagman

Absent: Father Mark, Katie Abhold, Matt Immel, Sarah Benike-Immel, Sarah Haubenschield, Leah Bode, Tim Harding

Opening Prayer

Mission Statement

We gather together – For where two or three are gathered together in my name, there am I in the midst of them. Matthew 18:20

2025-26 Theme: Embrassing the Mass

School Reports: Mrs. Petersen

a. School Good News:

- a. The women of Walking With Purpose generously donated money to have our windows cleaned over the summer. They were also very kind and helped clean our school over the summer/find people to help clean the building.
- b. Several classrooms have been reconfigured, and new flooring has been installed throughout parts of the building. The rest of the flooring will be done next summer. All of our new student furniture has been assembled and is in place in the classrooms.
- c. We have NEW security window films at all of our school entrances! This one-way vision technology blocks vision in but allows you to see out.
- d. On Wednesday, September 13, School Resource Officer Deputy Luke Olson delivered an outstanding and insightful presentation on phone safety and online awareness.
- e. Digital Mapping has been updated and is now complete, matching our new room numbers in the school.
- f. A special thank-you goes out to Mr. Thomas for applying for GENYOUth's NFL FLAG-In-School Kit, which our school will receive at the start of the 2025–2026 school year. The kit will include:
 - i. 50 flag belts (2 sets of 25 in different colors)
 - ii. A ball pump
 - iii. A mesh bag to carry it all

This generous addition will give our students even more opportunities to stay active and have fun during PE and recess.

b. Principals Report:

- a. 2026-Self Study year for Accreditation and 2026-2027 will be Accreditation year
 - i. As we work through this process, we will need the involvement of family and community. I will update as we go.
 - ii. Nici Colwin, Jenny Hively, and Amelia Petersen are the head leadership team and will attend monthly Zoom meetings through the Milwaukee Archdiocese to learn more about the Accreditation process.
 - iii. In March, Jenny Hively and Amelia Petersen are part of an accreditation team at Holy Family, Whitefish Bay, to help observe and understand the process.
- b. Over the summer, Jenny Hively, Tim Harding, and I worked on the Parent/Student Handbook. We tried to simplify as much as we could, but some things must be kept in, as they are Archdiocesan policies.
 - i. Still a work in progress as we continue to format into an easily readable document
- c. Catholic Identity Theme 2025-2026: We Gather Together: Embracing the Mass-" For where two or three are gathered together in my name, there am I in the midst of them." Matthew 18:20
 - i. "This year, our school is embracing the Mass as the heart of our community. Together—students, teachers, families, and parish—we will grow closer to Jesus and to one another each time we gather around the Eucharist."
- d. Academic Identity Theme 2025-2026: This year, each classroom has chosen an academic goal that they will "reach for" throughout the school year. Teachers will use several different strategies/tools and games/activities to help students "Reach for the Stars."
 - i. 3K & 4K: Manuscript Letter Writing
 - ii. 5K & 1: New Sight Words & Strategies to Spell these New Words
 - iii. 2: Addition and Subtraction Fluency
 - iv. 3: Multiplication and Division Fact Fluency
 - v. 4 & 5: The Writing Process with a Focus on Different Genres6, 7 & 8: Informational Text (Compare/contrast, Summarize, Paraphrase, Analyze)
- e. We have received a \$10,000 Grant to update the Library. The goal is to transform the library into a modern Media & Technology Center that fosters literacy and digital learning. More information will be shared as we continuously work on this project throughout the school year and into next summer.

Review and Approve November Meeting Minutes: Approved

Parent/Parishioner Comments:

- a. Thank you cards from home and school brought in.
- b. Have the split classes turned people off from sending their kids to SOTH? Amelia has had some good conversations with parents and doesn't think so. Socially, it has also been a huge benefit to students with having a little bigger classes as well as potentially new friends.
- c. Parents in the meeting had good feedback on iReady.

Pastoral Council:

a. Pastoral School Liaison: Barb Grzywinski

- a. The main discussion has been "Sip Into Fall," the fundraising event that replaces the chicken dinners. Adults are encouraged to attend. There will be "throwback wine," which should bring back many memories (Boones Farm).
- b. The Ministry Fair is scheduled for October 11-12. Members can check out volunteer opportunities. Treats to thank volunteers in the parish will be provided.
- c. Next Parish Council meeting is Oct 21.

Committee Reports:

a. Executive and Policy: Tim Harding

- a. Commission By-Laws are being reviewed and updated
- b. Jenny Hively and Nikki Colwin attending meetings for accreditation

b. Budget and Fundraising: Barb Welsh

- a. Dinner Auction February 21st Theme is That 70's auction.
 - i. Still doing the donation of a spot for a teacher as well as the dessert table.
 - ii. Auction platform up for renewal. Anyone have a suggestion to switch?
 - iii. Invite to go out before Thanksgiving.

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

- a. No update

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

- a. For the Eden parade in August, we handed out Chapstick with our Shepherd of the Hills logo on, and it was a hit!
- b. During June, we distributed water bottles and information to public school children attending Holy Family Church's 2-week Faith Formation classes.
- c. We held a 3K/4K Open House in August, where families were invited to ask any further questions and learn more specific details about the school year from the teachers.
- d. Shadow Days will be: Friday, October 17, - Monday, October 27, and Monday, March 2. All shadow days are from 8:00 - 11:30 am.
- e. Would like to continue to do radio ads and offer tuition incentive again this year

e. Home and School: Barb Grzywinski

- a. Out of dress coupon if you show up to walk in the parade. Lots of kids showed up.
- b. Grandparents day is coming up; Oct 8th.
- c. October 23rd in Trunk or Treat; inside again. Only open to school families. If handing out candy you must be Safe Environment training.
- d. Big fundraiser is the Calendar of Cash Raffle. 1500 tickets printed, tickets are \$20 a piece or 6 for \$100. Each family sells 18 (or 6 six packs). At most we make \$30,000 or as little as \$25,000. Starting Dec 1-19th and people can win \$175-\$500. Pick up Oct 17th. They must be turned in by Thanksgiving break.
- e. Veteran's program is Nov 11th so if you know a veteran send their name and address to the front office for an invite.

Review Action Item Register

Next Meeting: January 13, 2026