

School Commission Minutes – November 4, 2025 @ 6:00 PM Shepherd of the Hills – In-Person

Present: Amelia Petersen, Cori Knuth, Deanna Miller, Emma Michels, Barb Welsch, Kailey Keune, Kelly Hagman, Nici Colwin, Karen Schreiner, Tim Harding

Absent: Father Mark, Katie Abhold, Matt Immel, Ramsey Immel, Sarah Benike-Immel, Leah Bode, Sarah Haubenschild, Jenna Lindsley, Heather Santa Cruz

Opening Prayer

Mission Statement

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

2025-26 Catholic Identity Theme: 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

School Reports: Amelia Petersen

a. School Good News:

- a. An amazing \$1340 was collected during Shepherd of the Hills Pink Out volleyball games for Breast Cancer Awareness and SSM Health - Cancer Care.
- b. Good grades, being a role model, and other achievements at school just got more rewarding! This school year, students who go above and beyond in their activities in and outside of class will be eligible to earn a voucher for movie tickets. As part of Marcus Theatres' and Movie Tavern by Marcus Student Motivation Program, each voucher is good for buy-one-get-one admission at the box office at any Marcus Theatres and Movie Tavern location. From now until December 1, staff will recognize student achievers with these vouchers. We have 15 tickets to give away, and each staff member will give one away!
- c. Our Catholic Identity Theme for the 25-26 school year, 'We Gather Together,' focuses on embracing the Mass. All school families were invited to attend the 4:00 pm Mass at Shepherd of the Hills on Saturday, November 1. Students in 3K - grade 4 dressed as a Saint of their choice and took part in a procession during the Mass. Students in grades 5-8 dressed in white, and they assisted the younger students. It was a great turnout!
- d. We're excited to share that Shepherd of the Hills is partnering with Into the Woods Wellness to provide on-site emotional and mental health services to our students—at zero cost to families for the 2025–2026 school year. Landri Vogelsang will be working with the students. Through this partnership, students can access:

- i. Individual counseling sessions with licensed providers or interns
- ii. Optional small group support on topics like anxiety, self-esteem, and mindfulness
- iii. Family consultation and resources

Why This Partnership Matters:

As children grow, they face a range of emotions, challenges, and transitions. Having professional emotional support right at school makes care more accessible, less intimidating, and more consistent. Into the Woods Wellness offers trauma-informed, heart-centered care that focuses on the whole child—helping students build emotional resilience, reduce anxiety, and gain tools they can carry with them for life.

- e. We're so excited to share that Shepherd of the Hills will be getting a Library and Media Center Redesign! This project will transform our library into a modern, welcoming space that encourages both reading and digital learning for all our students. Thanks to a \$10,000 grant from the *Love One Another Catholic School Grants* and the incredible generosity of Pat and Marysue Michels, grandparents of Oliver here at Shepherd, we're able to make this dream a reality. We are so grateful for their support and kindness! So, what's changing?
 - i. Brand-new bookshelves and a circulation desk with a built-in book return and book cart
 - ii. Professional signage to help students easily find their favorite books
 - iii. Comfy seating areas for reading and small group work
 - iv. A new Dewey Decimal cataloging system
 - v. Improved technology access, as the Technology Room will be moved into the library

b. Principals Report:

- a. 2026-Self Study year for Accreditation and 2026-2027 will be Accreditation year
 - i. Surveys = To gather Parent feedback, during Parent-Teacher Conferences on Thursday, November 6, and Tuesday, November 11, we will have a table set up with laptops. On each computer, you'll find the Catholic Identity Program Effectiveness: Parent/Community Survey.
 - i. As a thank-you for your time, families who complete the survey will receive a free out-of-uniform pass for their child(ren). If both parents complete the survey, you'll receive two passes per child.
 - ii. Nici Colwin, Jenny Hively, Robbi Hughes, Abbey Carter, and Amelia Petersen are the head leadership team. They will attend monthly Zoom meetings through the Milwaukee Archdiocese to learn more about the Accreditation process.

- iii. As of now, teams are set, meeting dates are set, the timeline is in place, and evidence is being gathered!
- b. On Thursday, October 30, our students and staff practiced our Safety Evacuation Drill, and we walked to our rally point, accompanied by members of the Eden Fire Department, our school resource officer, officers from the FDL County Sheriff's Department, and our Safety Coordinator. Everyone did a great job!
- c. Calendar of Cash!- Each school family is encouraged to sell 18 tickets (Sales run 10/17-11/30). Additional tickets are available by request in the school office. Only 1500 tickets will be sold!
 - i. Daily drawings will be held at 10AM in the school office. Dec. 1-5, Dec. 8-12, and Dec. 15-19. Winning tickets will go back into the drawing for another chance to win! Daily winners will be notified by phone.
- d. On Monday, October 20, our 4th and 5th grade classes were split into two separate classrooms. Ms. Kari Levin is the 5th grade teacher, and Mrs. Alyssa Goffard teaches the 4th graders. The childcare room moved into the Cafateria. Mr. Dan Duffus stays all day as the 3k/4k aide. It's been a positive change and everyone has adjusted well!
- e. I have added a new End of the Day Pick-up Procedure, due to the safety of our students.
 - End of the Day Procedures Regarding Arrival for the Pick-up Line
 - i. Arrival and Dismissal Times
 - i. Families should not arrive and park in the fire lane earlier than 10 minutes before the end of the day, 2:55 pm dismissal time.
 - ii. Early arrivals pose a safety concern
 - iii. We appreciate your patience and cooperation in keeping our students safe.

Review and Approve April Meeting Minutes: Approved

Parent/Parishioner Comments:

- a. No update

Pastoral Council:

- a. Pastoral School Liaison: Barb Grzywinski

- a. The main discussion was based on the "Sip into Fall" Oct 25 event. The event was a success and everyone had a great time! About 150 people attended.
- b. Continued discussion to organize and represent all the Church Commissions on the Parish Council: Human Concerns, School Commission, Liturgy/Worship, Faith Formation and Stewardship.
- c. Marcia S. should be working with Sandra to make a master list of all the committees that includes a contact name and phone number. This should help connect people who want to volunteer to the person in charge of the group.
- d. Several people will be ending their terms on Parish Council next year. Will need to recruit people to join at that time. Parish Council is an advisory committee to Fr. Mark and helps to raise funds for the church.
- e. Next Parish Council meeting is November 18th.

Committee Reports:

a. Executive and Policy: Tim Harding

- a. Commission By-Laws are being reviewed and updated.
 - i. These changes will be reviewed next meeting.
- b. Jenny Hively, Nikki Colwin, Abby Carter, Robbi Hughes, and Amelia Petersen attending meetings for accreditation.

b. Budget and Fundraising: Barb Welsh

- a. Dinner Auction February 21st Theme is That 70's auction.
 - i. Doing donation spots for teachers as well as the dessert table again.
 - ii. Onecause will be used for 2026, however a new one may be used after that.
 - iii. Invite planned to go out before Thanksgiving.

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

- a. Amelia working on this, ongoing with staff for accreditation.

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

- a. No update

e. Home and School: Sarah Haubenschild

- a. Grandparents' Day was a success! The committee is discussing ways to limit the amount of treats that kids consume that day and a different flow of activities to keep the event limited to about 1 hour after Mass.
- b. Trunk or Treat was a success with 86 Trick or Treaters, 12 Trunks handing out candying, and 151 guests total. The giant pumpkin photo op put on by the Lindsley family was a hit! We may look into holding the event indoors next year. Archdiocese ruled this year that any Trunk or Treat events were to be held outdoors.
- c. Calendar of Cash Raffle is in full swing. All families have their packet of 18 tickets. There is a sign up for selling tickets after Mass and we need a lot more families to sign up to help with that. Extra tickets can be paid for and picked up at the office if anyone is looking for more. Securing business locations to sell tickets has not been very successful. This may have to do with the fact that St. Matt's Calendar Raffle is also going on, but their drawing isn't until after winter break. We will keep this in mind for next year.
- d. Accreditation Survey. We are still in need of anyone to sign up to be in the hallways at Parent Teacher Conferences this Thursday and next Tuesday to encourage parents to fill out a survey that is needed for accreditation. We are hoping parents can help even ½ hour before or after their scheduled conferences and then the time will be covered.
- e. Looking into the FDL Christmas parade.
- f. Next meeting is November 30th

Review Action Item Register

Next Meeting: January 13, 2026