

School Commission Minutes – January 13, 2026 @ 6:00 PM Shepherd of the Hills – In-Person

Present: Amelia Petersen, Cori Knuth, Deanna Miller, Barb Welsch, Kelly Hagman, Tim Harding, Leah Bode, Sarah Haubenschild, Jenna Lindsley, Ramsey Immel, Lori Freund, Alyssa Goffard

Absent: Father Mark, Katie Abhold, Matt Immel, Sarah Benike-Immel, 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. We have ordered the book shelves, circulation desk, and brand new furniture for the library and Media Center Redesign! They will be held in storage with the company until we are ready to begin installation. First, we are going to begin working on the new Dewey Decimal cataloging system and getting all the books labeled.
- b. Our school has been awarded a Love One Another School Grant in the category of Tuition Assistance. The amount of the grant award is \$5,000.
- c. Our Catholic Schools Week Mass will be celebrated on Saturday, January 24 at 4:00 PM. Students and their families will lead the Mass ministries. All school families are encouraged to attend and participate. Students should wear their maroon polo and khakis. A School Open House will follow Mass from 5:00-6:00 PM. Enjoy free cookies (Our 8th graders are doing a Service Project: a hygiene drive, donating all items to the Saint Katharine Drexel Shelter. Please feel free to purchase an item/s from the list and drop them off in the boxes we will have out: Shampoo and Conditioner, Deodorant, Toothbrushes, and Toothpaste. As you tour the school, browse the beautiful artwork, and visit with the teachers and staff. Bring your family and friends to see all the amazing things that Shepherd has to offer. Students who attend our CSW Mass and Open House will receive an "Out of Dress Code coupon" to be used by Friday, February 20.
- d. Thanks to everyone who voted for Mrs. Freund in the Catholic Financial Life Giveback Contest! We got her in the top 10! We'll find out during Catholic Schools Week who won.

- e. Basketball - Fundraiser & White Out: Giving Back Through SOTH Athletics
 - i. From January 5 - 16, Isabel is leading the SOTH Basketball Team in a fundraising effort to support the Children's Hospital of Wisconsin! After the incredible success of our Volleyball Pink Out Night, we're ready to prove once again that when we come together through athletics, we can make a powerful impact—on and off the court.
 - ii. Friday, January 16 – WHITE OUT NIGHT: Wear white, pack the gym, and help us support SOTH Basketball and our mission to give back!

b. Principals Report:

- a. Calendar of Cash Raffle was a huge SUCCESS! Congratulations to the winners, and THANKS especially to the student council members who helped pick the winners. We received so many compliments from those who enjoyed watching us on Facebook.
- b. Winter MAP testing will run from Monday, January 12 to Friday, January 26th.
- c. Mr. Robb Holden has created and sent the master password list for the students in grades 1 - 8 for both the Technology Center laptops and the Google Accounts to staff members. He will now be updating the teacher master password list.
- d. The School Commission Constitution and Bylaws have been updated. The School Commission needs to approve at meeting.
- e. Shepherd of the Hills Catholic School Long Range Plan has been updated. The School Commission needs to approve at meeting.

Review and Approve April Meeting Minutes: Approved

Parent/Parishioner Comments:

- a. No update

Pastoral Council:

a. Pastoral School Liaison: Barb Grzywinski

- a. No update

Committee Reports:

a. Executive and Policy: Tim Harding

- a. Commission By-Laws have been updated and to be reviewed this meeting
 - i. By-Laws will be voted on next meeting

- b. Jenny Hively, Nikki Colwin, Abby Carter, Robbi Hughes, and Amelia Petersen attending meetings for accreditation.
- c. Parent/Student Handbook has been reviewed

b. Budget and Fundraising: Barb Welsh

- a. Dinner Auction February 21st Theme is That 70's auction.
 - i. Donations and cash are coming in
 - ii. Deadline is coming soon
 - iii. Approx. \$12,300 for cash

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

- a. Long Range plan has been reviewed and approved by School Commission

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

- a. Please help promote our 3K/4K Little Lambs Program: 10:15-11:30 AM on Wednesday, January 14, Wednesday, February 11, and Wednesday, March 18.
- a. Please help promote our Shepherd showcase for 3K, 4K, and 5K Early Childhood Programs for an event that will be taking place on Tuesday, January 20th from 6:00-7:00 PM, and Thursday, February 26 from 6:00-7:00 PM.
- b. The plan is that registration for the 2026-2027 School Year will open on Monday, January 26(Catholic Schools Week). Those who REGISTER BEFORE FRIDAY, FEBRUARY 27TH WILL BE ENTERED INTO A DRAWING TO WIN HALF OR FULL-PRICE TUITION FOR NEXT 2026-2027 SCHOOL YEAR!
- c. The tuition for the 2026–2027 school year will remain the same as the 2025–2026 school year.
- d. A few new Radio ads have been recorded with Nick Rusch, Sunny 97.7 and ones recorded from last school year will be played from now until around March.

e. Home and School: Sarah Haubenschild

- a. Donuts with Dad was held in November and was a success
- b. Home & School, along with parent volunteers, hosted a soup and salad meal for staff during Parent Teacher Conferences, also in November.
- c. Held the first Calendar of Cash Raffle, distributing 18 tickets to each school family in October. The drawings were held each weekday morning from December 1st to December 19th and chosen by a member from the

Student Council. Winners were announced on Facebook Live. A total of \$24,520 was collected. Printing of the tickets cost \$136.00. Prize money awarded totaled \$4,950. Therefore, we earned a total of \$19,435 in profits going to Shepherd of the Hills School. There has been talk that due to the success of this raffle, we will replicate this fundraising effort next year again.

- d. Hosted the Winter Concert cookie social. H&S donated all hot chocolate supplies and asked for a free will donation to go toward the 8th grade graduation reception. Approximately \$150 was collected and given to Principal Petersen.
- e. Organized treats and drinks for the Christmas Movie day for students.
- f. Arranged a few surprises for teachers and staff during the weekdays leading up to Christmas break, including infused water from Shera Gantner and a fruit tray spread another day.
- g. Next meeting will be held at the end of March

Review Action Item Register

Next Meeting: March 10, 2026