

Shepherd of the Hills Catholic School  
School Commission Minutes  
Tuesday, September 22, 2015 – 6:00 p.m.  
“Walking the path of Christ, with Love and Service, through a Catholic Education”

**Members Present:** Shannon Casper (Secretary), Sarah Desiderio, Melanie Knowles, Betsey Gitter, Peggy Wiedmeyer, Joe Loehr (Pastoral Council Rep), Jeanne Bitkers (Principal),  
**Others:** Rose Baker, Nicole Baus, Erin Tucker, Peggy Huhn, Amy Timblin  
**Teachers:** Karen Schreiner (3K/4K), Jen DuFoor (5th/6th), Mary Jo Moody (7th), Kelly Harvey (8th)

Minutes from September 1st meeting were approved with addition of notation to remove parental involvement policy from handbook expectations.

**School Good News:**

Staff was able to get into their classrooms in July and gets bulletins each week from Ms. Bitkers to keep them updated, good attendance at SPIRIT meeting (approx 35 families represented), Camp Y Koda Team Building field trip for grades 7 & 8 was a huge success, rave reviews about new Spanish teacher, Mrs. Schreiner is a grandma, Back to School Mass Kick Off was a great idea and many families (both Catholic & non-Catholic) attended and participated!

**Parishioner Comments/Concerns:**

A copy of the current Grievance Procedure for Parents Policy was passed out, it was recommended to preserve God in our curriculum and help to keep Christ as the center in a world where God has been removed from so many things, a question in regards to boots was brought up and the commission has been asked to clarify the dress code policy, input was requested for the Alumni Newsletter as it is a valuable marketing tool, a concern was brought forth in regards to rumors that the church and school are closing, it is great to see increased presence in social media via facebook posts, student council elections are this week with community outreach as the focus in the Fond du Lac area, we were asked to consider budgeting for recruitment/retention for next year and a letter was read from Dr. Staehling in regards to a SOTH parent calling Plymouth parents for information about SOTH staff members and are complaining about SOTH and sharing concerns. Dr. Staehling was concerned about the negative impact that this parent/these parents are having on the entire school and the recruitment/marketing process.

**OLD BUSINESS:**

**By-Laws:** By-Laws accepted with change from guiding to advising in Article II, Section 2.

**NEW BUSINESS:**

**Additional Commission Member:** Nominations or interested parties should be given to or contact Ms. Bitkers by the end of October. Information will be posted in the bulletin & weekly review. All are invited to attend the Archdiocesan Commission training scheduled for 10/6/15 at 6pm. Peggy Huhn expressed interest and will consider.

**New Commission Chairperson:** Through Discernment, Sarah Desiderio was elected as new Commission Chairperson.

**LWOC Meeting:** Meeting 9/29/15 from 6-7:15 in church to listen to all questions and concerns in regards to LWOC. This will be an open forum, listening opportunity to establish why there are such strong opinions both for and against LWOC, suggestions for clear areas of improvement, how it affects performance in school, how it helps and/or hurts the school. Answers will not be provided at this meeting but rather information will be compiled by all commission members present to present to staff in an organized manner. Ms. Bitkers will facilitate the meeting. Responses will be limited to 2 minutes and should be presented in a respectful and Christian manner.

**Enrollment:** This item should be a constant dialogue. Shannon Casper has volunteered to be a liaison to the SPIRIT committee. Discussion about whether we should conduct exit interviews took place. A suggestion was also made to focus on the positives (ie-why each family has chosen SOTH for their family) in conjunction with the theme of Celebrating Families. Mrs. Harvey will coordinate this.

**Commission Training:** 10/6/15 at 6pm, please send questions to Sarah Desiderio to compile a list for the facilitators by 9/29/15.

**Principal's Report:** Enrollment is currently at 102 with 2 additional middle school students expected to begin in October. The younger students enjoyed a trip to Bookworm Gardens and the older students benefited from a team building trip to Camp Y Koda. A bus driver is still needed as are substitutes in childcare and likely a part time position open in childcare from 2:30-5:30pm. Discussed importance of tuition assistance and potential use of the voucher program at SOTH.

**Ending Parishioner Comments/Concerns:** There are approximately 65 families at SOTH (pretty consistent), continue positivity to move forward, cannot deny problems or concerns, are we doing enough about the things we learn are concerns/problems?, address issues with more compassion & before it is too late, have all concerns brought forth at prior meetings been addressed? Will a new handbook be issued? The archdiocese will be publishing new policies in the near future and will then affect our policies.

**Next Meeting:** Commission Training 10/6/15 at 6pm

Respectfully submitted,  
Shannon Casper

