

School Commission Minutes - Feb 13, 2024 @ 6:00 PM Shepherd of the Hills-Coffee House + Virtual

Present: Sarah Benike-Immel, Corey Pelz, Jenn Wilke, Loretta Ortiz-Ribbing, John Laughrin, Father Mark, Jennifer Pelz, Jill Stoffel, Diane Gantner

Virtual: Leah Bode, Barb Grzywinski, Sarah Haubenschild, Libby Bonen, Miss Colwin, Mrs. Petersen, Barb Welsh

Absent:

Opening Prayer

Mission Statement

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

2023-24 Theme: Be the "I" in Kind - Ephesians 4:32

"Be kind to one another, tenderhearted, forgiving one another, as God in Christ has forgiven you." Amen

Review and Approve January Meeting Minutes: Approved

Parent/Parishioner Comments:

- a. Shout out to the teachers and staff at SOTH for everything they have done to support parents and students through the changes of this school year
- b. Had an anonymous donor donate \$1000 to teachers to purchase books
- c. Communication Chain of Command if parents have questions/concerns:
 - a. Fr. Mark and Joan Schlaefer are first line of communication
 - b. Nici Colwin, Amelia Petersen, Abbey Carter are secondary line of communication

Pastoral Council: Loretta Ortiz-Ribbing

- a. Planning a ministry fair for this spring; would like to include school committees and volunteer options as part of this
- b. Working with the Finance committee on future fundraisers to help with the budget shortfall

Committee Reports

a. Executive and Policy: Sarah Benike-Immel

- a. Do we want to rewrite the by-laws to allow for more than two consecutive terms in an officer position?

b. Budget and Fundraising- Jenn Wilke:

- a. We will be moving away from Scholastic for our book fair. Mr. Holden will be taking over ownership of this. Assessing Literati but unsure if there is a minimum sales requirement and how much. Will also assess Blue Ribbon Fairs. In the meantime, leveraging donation provided and bake sales to purchase books for teachers.
- b. Dinner Auction Gala is this week. Website is live Wednesday, 2/14 for bidding. Gym setup starts Thursday, 2/15.

c. Long Range Planning- Fr Mark: (No Update)

d. Marketing and Recruitment- Amelia Petersen:

- a. Jenny sent marketing documents for Little Lambs to 2, 3, 4-year-olds in the parish
- b. Nici and Amelia attended Mardi Gras event for religious ed program to do marketing on Little Lambs and hand out promotional items
- c. Amelia meeting with Dawn Doll to discuss different ways to market to students in religious ed program
- d. Parents and students were recorded for radio ads; hope is to start airing later this week or early next week
- e. Full page ad in 3 local newspapers for Catholic Schools Week
- f. Jeff Coon will start recording marketing video with hope to push out by first week of March
- g. Jenny will begin to start pushing out registration documents. Incentive for current Shepherd family who refers a new family to receive \$500 off their tuition after referred family completes all registration requirements and attends school at SOTH. New family who registers will receive \$50 off their \$200 registration fee.
- h. Will market at the Bunny Brunch
- i. Will start to look into making personal calls to interested families
- j. Will also look into yard signs for 8th grade graduates

e. Home and School- Barb Grzywinski:

- a. Next event is bake sale for books in early April
- b. Muffins with Mom in early May
- c. Teacher appreciation week is end of May
- d. Student Council will be doing Lemonade Day. Planning to use their funds to help purchase new sports uniforms.

Action Item Register Status Updates

Next Meeting: March 12 (In-Person)

Tentative Future Meeting Dates:

April 9, 2024 (Virtual)

May 14, 2024 (In-Person)