

## **School Commission Minutes – Mar 14, 2023 @ 6:00pm**

Shepherd of the Hills- Coffee House

**Present:** John Laughrin, Sarah Benike-Immel, Barb Grzywinski, Jenn Wilke, Jennifer Pelz, Corey Pelz, Tonya Achter, Leah Bode, Ron Smyczek, Miss Colwin, Mrs. Coughlin

**Absent:** Barb Welsh, Becky Pausha, Loretta Ortiz-Ribbing

### **Opening Prayer**

#### **Mission Statement**

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

**2022-2023 Theme:** Safe in the Shepherd's Arms  
Psalm 23:1-6 "The Lord is my shepherd; I shall not want..." Amen.

#### **School Reports - Ron Smyczek (Miss Colwin, Mrs. Coughlin)**

- **School Good News:**

- Good auction, in-person, good bidding
- Good basketball season, we appreciate our coaches, good balance of competitiveness and growth
- Mid-way through lent; focus on fasting, prayers, almsgiving, service projects, stations of the cross
- Love and Logic program was offered to parents
- Buddy activities focused on catholic and academic school themes
- Art class updates:
  - Middle-school art project to create life-size mask which kids have been really excited about; great donations from families for supplies – thank you!
  - Grades 6-8 entering photo contest through Fond du Lac Public Library
  - Elementary students working on sewing pencil pouches
  - Preschool working on 3D flower with lots of little steps

- **Principals Report:**

- Working on calendar for next academic year, coordinating with CES and Springs, incorporating professional development for teachers in accordance with Arch Diocese, assessing wellness days
- Preparing budget for next year; assessing salary information and tuition levels
- Open House dates for Friday 3/17 and Friday 3/24
- Little Lambs was successful with 11 new kids attending
- 9<sup>th</sup> graders will be graduating and planning to attend St Mary's Springs
- Staffing Updates:

- i. Middle School science teacher has started for Spring 2023, may not be able to keep for fall due to student teaching
- ii. Miss Johnson (Kindergarten teacher) is leaving to attend Grad School
- iii. Mrs. Goffard (3<sup>rd</sup>/4<sup>th</sup> Grade Teacher) will be transitioning to 3K/4K Assistant for 2023-2024 year
- iv. Assessing combined classes for next year
- v. Looking for bus driver and childcare teacher
- vi. Recruiting efforts underway
- g. COVID funding for chrome books and smart board has been approved

## **Business Reports**

- **Review and Approve November Meeting Minutes: Approved**
- **Parent/Parishioner Comments: All**
  - a. Growing herbs and vegetables for Mother's Day project for the parish
- **Pastoral Council: None**
  - a. Coordinating meeting dates so not overlapping School Commission and Parish Council

## **Committee Reports**

- **Executive and Policy: Sarah Benike-Immel**
  - a. Reviewing potential additional vendors beyond Land's End for school uniforms – will look into potential local suppliers (Hoppers, Jacks Sports, Initial Design) as well as requesting a rep/samples from French Toast
  - b. Will review full dress code at May meeting; looking to discuss sweatshirt options for dress code
- **Budget and Fundraising- Jenn Wilke:**
  - a. We will not reschedule Runs for the Hills for Spring – want to keep fall date to coordinate with Catholic Schools Soles Walk funding to maximize benefit
  - b. Looking into potential for Garden Walk fundraiser for July/August
  - c. Expecting dinner auction results in next few weeks
  - d. Raised \$22,000 in FUNDA for playground updates
- **Long Range Planning- Ron Smyczek:**
  - a. Received salary survey data; planning to work with small committee for future budget seasons
- **Marketing and Recruitment- Ron Smyczek:**
  - a. Ran radio ads for Catholic Schools Week and into March – a few Little Lambs had indicated they heard about us there

- b. Will be doing some social media training/organizing over summer
- **Home and School- Barb Grzywinski:**
  - a. Catholic Schools Week, Middle School Dance, Wellness Day at Camp Vista all went well
  - b. Teacher Appreciation Week Theme is “Our Teachers are the Cream of the Crop” – May 8 through 12<sup>th</sup>
  - c. Need to plan final wellness day
  - d. Need to pick a date for Muffins with Mom
  - e. Spring Concert is May 11<sup>th</sup>
  - f. Book Fair are week of May 8<sup>th</sup>

**Next Meeting:** Tues, May 2nd, 2023 @ 6:00 pm  
SOTH Coffee House

**Tentative Future Meeting Dates:**  
Tuesday, September 12, 2023