

Shepherd of the Hills Catholic School
School Commission Minutes
Thursday, June , 2016 – 6:00pm
“Walking the path of Christ, with Love and Service, through a Catholic Education”

Members Present: Sarah Desiderio (Chairperson), Melanie Knowles, Betsey Gitter, Peggy Wiedmeyer, Joe Loehr (Pastoral Council Rep), Jeanne Bitkers (Principal)

Members Absent: Shannon Casper, Peggy Huhn

Teachers: Kelly Harvey

New Commission Nominees: Helen Gilles, Andy Rentmeister, Christina Meyer

Other Attendees: Nicole Baus, Jim Baumhardt, Rose Baker

Minutes from May meeting were approved.

School Good News:

Great turnout at Westward Ho for last day of school swimming party.

8th Graders sent off and ready for new start

Sarnelli House Student Bake Sale generated \$555. A check was presented to Fr. Mike by kids.

Pastoral Council Notes/Updates:

Meeting held with St. Matt’s pastoral council – looking to collaborate to make cluster with new priest work well.

Standing Committee Reports:

1. Long-range Planning:

- a. Good meeting. Strong attendance. Look towards long range plan for school as an immediate need.

2. Executive Policy:

a. Parent Survey:

- i. 47/67 Families responded. Peggy W, Sarah D & Helen G to dissect info. Kelly Harvey will participate if needed.
- ii. Next Steps:
 1. How do we work towards strengths and address concerns.
 2. How do we communicate back to families?

3. Budget/Fundraising: (Peggy H was absent, but provided a written report)

- a. **Dollars for Scholars:** GOAL = \$23,000 for 2016/2017 school year. \$143 Free will donation from Spring concert. \$178 raised through Buffalo Wild Wings day.
- b. Fr. Mark will need to approve all fundraising efforts
- c. Jen DuFoor working with Nasco to order all science supplies from FUNDA. Nasco will be gifting SOTH with supply donation (September timeframe).

4. Marketing/Recruitment:

- a. Webpage updating
- b. Eden Parade participation (Aug 7th)
- c. Facebook page updating

BUSINESS:

1. **Commission Self-Evaluation:** Discussion and review of comments
2. **Discernment of new Commission Members:** Accepting nominations were Helen Gilles, Andy Rentmeister and Christina Meyer
3. **Election of 2016-2017 Commission Officers:**
 - a. **Secretary:** Christina Meyer
 - b. **Vice Chair:** Helen Gilles
 - c. **Chair:** Sarah Desiderio
4. **Principal's Report:**
 - a. **Budget:** Budget report handed out (current and projected '16/'17).
 - i. Textbook budget is of concern (\$3000 over budget). Conversation around moving to technology-based learning and rent-to-own option for devices.
 - b. **2016-2017 Enrollment numbers:** 103 enrolled (3K through 8). Waiting for others to respond (includes 2 middle school students and 2 other families).
 - c. **Class Combination:** Discussion with lower grade level teachers.
 - d. **Staffing changes for 2016-2017:** Jeanne Bitker's decision remains for 4k/5K combo. Addition of Resource Teacher and an Aide replacement. At the 6/21 Finance meeting, Fr. Mark will approve or disapprove. ACTION: Jeanne and Karen Schreiner to follow up via phone call to ALL current 4K and 5K families to discuss and alleviate any ongoing concerns after the 4K/5K parent meeting on 6/8/16.
 - e. **School lunch Program:** (Joe Loehr update) Rita did readjust portion sizes, so kids should not be hungry.
5. **Parking Lot for August Meeting:**
 - a. Parent Survey
 - b. Standing committee "job descriptions" (potential by-law addition)
 - c. Standing committee recruitment