

Shepherd of the Hills Catholic School

School Commission Minutes

Thursday February 2, 2017 – 6:00pm

“Walking the path of Christ, with Love and Service, through a Catholic Education”

Members Present: Sarah Desiderio (Chairperson), Helen Gilles, Betsey Gitter, Peggy Huhn (Fundraising Chair), Christina Meyer (Secretary), Jeanne Bitkers (Principal)

Members Absent: Andy Rentmeester, Joe Loehr (Pastoral Council Rep)

Teachers: Kelly Harvey, Katie Walentoski

Other Attendees: Father Mark

Minutes from January meeting had a 3 corrections and then were approved.

- I. School Good News:
  - a. 3K-Students are learning about owls.
  - b. 4K-Learning about baptism and held a mock baptism with a doll in church. Joined Mrs. Dufoor in the science lab to learn about germs using agar in Petri dishes.
  - c. 5K-Currently in second week of Writer's Workshop and doing a nice job of writing in complete sentences. Also learning about germs in the Science lab.
  - d. Grades 1&2-Students worked together to learn about ocean animals, specifically how blubber insulates whales and dolphins. Also, performed a blubber experiment.
  - e. Grade 3-Currently in third week of Writer's Workshop-students are progressing well and are always excited to write.
  - f. Grade 5-Students are preparing to name the stuffed owl using a math guided school vote.
  - g. Grade 8-Students became teachers for grades4K-4th and taught a half hour lesson. The younger kids really enjoyed this.
  - h. Addition of an owl that was found deceased and approved for SOTH to be in possession of the taxidermed body.
  - i. Student Council's bake sale for Sarnelli House raised \$423.20.
- II. Pastoral Council Notes/Updates (Joe):
  - a. None due to Joe being absent.
- III. Standing Committee Reports:

- a. Long-range Planning: Sarah is currently grouping the results from the Mission/Vision Workshop and will be emailing the commission the key phrases to develop new statements.
- IV. Executive Policy: No report
- V. Budget/Fundraising:
  - School Auction-committee is doing well and monetarily ahead of schedule.
  - a. Silent auction needs items for the ladies.
  - b. Looking for ideas to fill more tables.
  - c. Receiving a good response on Facebook.
  - d. Funda will aid technology.
- VI. Annual Fund-used to be the Alumni Drive
  - a. Mailing is being produced to reach 1500 people.
  - b. Reply card will be sent to every Alum to streamline the list.
  - c. Letter will include what is happening in last 2 years-not just photos.
  - d. Scheduled to mail first week in May.
- VII. Budget
  - a. Salary schedules discussed for future reference in hiring teachers.
  - b. Father Mark and Sandra Gitter are revising salaries and raises to be fair with promises made in the past.
  - c. Tuition will see small increases for 1 or 2 children and decreases for 3 or more children with the 5th child attending free.
  - d. Registration fee will increase from \$20 to \$50 per family.
- VIII. Marketing/Recruitment:
  - a. Ads running on Sunny 97 on a rotating schedule.
  - b. Focused on Catholic Schools Week and will be changing.
  - c. Timeline is thru Easter and possibly afterward.
  - d. Facebook is reflecting activity.
  - e. Springs tuition is increasing and as a result we had 2 families touring SOTH.
  - f. Newspapers running full page ads during Catholic Schools week include the Plymouth Review, Action Advertiser, and the Campbellsport news.
- IX. BUSINESS:
- X. Standing Committee –descriptions for these committees and being reviewed and revised for documentation.
- XI. Future Meeting Date: Tuesday, March 9th, at 6:00 pm.
- XII. Principal’s Report:
  - a. Photographer-SOTH may consider other options for a school photographer if there is any parental interest in researching other options.

- b. Challenges-Daycare is experiencing staffing issues to growth in this area.

Tabled for March Meeting:

Standing committee descriptions.