



CATHOLIC SCHOOL

Education Committee Meeting Agenda

September 18, 2018

6:30-8:00pm

The mission of Holy Spirit Catholic School is to serve God by providing a challenging academic education within the Catholic tradition.

Members in attendance: Meagan Berezanski, Andrea Hoerner, Jenn Hopkins, Katie Jensen, Nat Peeters, Meghan Pahl, Bill Van Nuland, Beth Wallace, Mike Zuleger, Patty Vande Voort, and Father Bob Kollath

Members not in attendance: Kay Woelfel

1. Opening Prayer – Andrea Hoerner 6:30 pm
2. Approve Aug. minutes... post on website with Principal's Report 6:32 pm
 - a. It has been decided that the approved minutes from the Education Committee will be posted on both the School website and Parish website.
 - b. The August minutes were approved for publication.
3. Introductions / Committee Roles 6:36 pm
 - a. We finished assigning liaisons to each subcommittee.
4. Business Manager's Report 6:40 pm
 - a. The Education Committee was informed about two studies the Parish is offering: Building Better Families Book Study & Old Testament Video Study. We were invited to attend as well as family of Holy Spirit Catholic School. It was recommended to put this information into the Knight News.
 - b. Patty Vande Voort gave the Education Committee Parish Updates
 - c. Patty Vande Voort gave the Financial Statement. The actual income and expenses are on track with what is budgeted. The Education Committee will continue to monitor.
5. Principal's Report 6:55 pm
 - a. Mike Zuleger gave the Principal's Report.
6. Liaison Updates 7:10 pm
(if you have anything to share... 5 minutes each)
 - a. Accreditation/Long-Range Planning – Bill Van Nuland

HOLY SPIRIT

CATHOLIC SCHOOL

- i. All Liaisons are to go to the subcommittee to bring back action steps to meet our goal for this year. The action steps will be entered into a Strategic Vision document as well as progress monitoring throughout the year.
- b. Athletic – Meghan Prah
- c. Development/Fundraising – Megan Berezanski & Kay Woelfel
 - i. Mardi Gras is meeting soon.
- d. Finance – Nat Peeters
 - i. All committee members from last year will help out again this year. Nat Peeters will chair and they are meeting in September.
- e. Home and School – Jenn Hopkins
 - i. They are meeting soon. Home and school has been informed of the goal setting and the action steps.
- f. Marketing – Andrea Hoerner
 - i. Bill Van Nuland will email Andrea Hoerner and Mike Zuleger the name of two people interested in the Marketing sub Committee.
- g. Policy – Katie Jensen
- h. Technology – Beth Wallace
 - i. Currently, the technology subcommittee is making sure things are up and running for the teachers, and that teachers have the tools to do their job.
7. All Liaison's to each sub committees are asked to write an action step(s) to meet the goal mentioned above for the October Education Meeting. Does anyone have any goals to share already?
8. Marketing Ideas – Mike Zuleger 7:50 pm
 - a. The Education Committee suggested several ideas to market our school.
9. Other items... 8:00 pm

*The Education Committee has set a **goal for the 2018-2019 school year**: to increase K-8th grade enrollment from 169 in 2018-19 to 180 students for the 2019-20, while retaining 90% of 2018-19 families.*



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Principal's Report

September 18, 2018

1. Enrollment update – As of 9/6/18

a.

		Boys	Girls	2018-19	2017-18	
3K MWF	Miss Jenni Hebbe	4	9	13	24	
3K TTH	Miss Jenni Hebbe	8	7	15	14	
4K	Mrs. Amanda Haering	10	6	16	14	
4K	Mrs. Patti Athanas	8	6	14	14	
K	Miss Lexy Kuepper	11	9	20	23	
Gr. 1	Miss Stephanie Naranjo	12	12	24	23	
Gr. 2	Ms. Denise Umlauf	9	9	18	28	
Gr. 3	Mrs. Betty Van Asten	14	10	24	34	
Gr. 4	Miss Maddie Stumpf	10	16	26	17	
Gr. 5	Mrs. Alexa Zook	8	9	17	31	
Gr. 6	Mrs. Shelley Meyerhofer	11	12	23	13	
Gr. 7	Mr. Jake Coenen	0.5	7	7.5	11	Last year-This year
Gr. 8	Mrs. Sarah Mooren/Mrs. Kari Burns	5	5	10	5	Difference
		110.5	117	227.5	251	23.5
		Part time boy = 3 classes		K-8 total	K-8 total	Difference
				169.5	185	15.5

b. 2017-18 we had 4 3K students do both MWF & TR and in 2018-19 we have 2 students

c. 79 total students in childcare (need contracts from some still), wrap around = 18 students, after school = 11 students (missing a large amount of contracts), occasional/drop in = 20 students

2. Teaching/Staff update

- a. Hired Alexa Zook as the 5th grade teacher.
- b. Hired Luke Harris as the MWF 3K aide and childcare on Wednesday afternoons.
- c. Hired Jon VanGrinsven as the PE teacher. We are sharing him with St. Clare Wrightstown.
- d. All staffing positions are now filled.

3. Wisconsin Parental Choice Program (Voucher)

a. I've spoken with Fr. Bob and Patty, and I made the decision to not move forward with exploring the WPCP (Voucher) this school year. I feel I'd be setting myself up to fail if we possibly move forward with this in my first year. I feel my time is better spent reviewing/updating curriculum, looking at middle school schedule for next year to help with MS retention, work on accreditation, observe teachers, and creating new marketing materials to give to families that tour. This does not mean that we won't discuss/explore how this program could possibly benefit Holy Spirit in the future, just not going to discuss/explore it this current school year.

4. Curriculum Review

a. I'm starting to get a feel for where we are at regarding curriculum. Looking to analyze what are our immediate needs to update and what are our next steps to update. Currently going to look into K-2 Math and SS.

5. School Safety Grant

- a. We were awarded \$21,397 for Round 1
- b. Enhancements include: shatter-resistant film on doors, panic buttons gym and office, replace glass entrance doors, adding cameras to all entrance/exit doors
- c. Sent in Round 2 of Safety Grants... still waiting to hear how much we will be granted
- d. Part of this grant required us to send 10% of full time teachers to a 12-hour Mental Health training by August 2020
- e. Looking at securing doors to go into gym (west side), from gym into cafeteria for lunches, install more cameras, and key add pad to childcare door on east side of school

6. PowerSchool Registration

- a. The Diocese is working with PowerSchool in creating an online registration software. Parent data will be instantly stored into PowerSchool in order to give schools the most accurate and up to date information. A number of schools around the diocese are moving towards this, including Xavier and SMC. There is an additional PowerSchool fee for this application add on, but the technology budget will take care of this. This should be fully operational by November and ready for Registration in January.

7. Alpha Sessions

- a. Have already completed three Alpha sessions this year with very favorable feedback from the staff. Alpha is a Diocesan program inviting everyone to explore the Christian faith, ask questions, and share their points of view. Three parts: eat together, watch a video together, and discuss. There are 15 sessions, including an all-day retreat on January 2, 2019 (4 sessions). Schedule is set to do these during the Professional Development days.

8. All Schools Diocesan Mass on October 12 at 10:00AM

- a. Every year Bishop Ricken holds an all schools diocesan mass. The diocese rotates by regions who hosts it. Holy Spirit's region is hosting it this year and it will be held at Holy Spirit in the Kimberly Church. Holy Spirit students will be servers and the middle school choir will sing for the mass. Other students from the other schools will participate in the other parts of the mass. Obviously still working out details of this.

9. SMC and Xavier Visit Days

- a. In an effort to try to keep our kids in Catholic education, Holy Spirit MS students will participate in all visit days at area high schools.
- b. September 27 – 8th grade visit day at SMCHS... All Day visit where students will eat lunch at SMC and watch part of their homecoming pep rally.
- c. October 30 – 7th grade visit day at SMCHS... This is a morning visit
- d. November TBD – 7th grade visit day at Xavier HS

10. Middle School Service at lunch time

- a. In an effort to try to promote some responsibility and leadership within the school, middle school students are now expected to wipe down the tables after they are eating before the entire table is dismissed to go outside.
- b. Also, an optional service hour opportunity to help lift up the tables after they are all wiped down

11. MAP testing

- a. Testing begins on Monday, September 17th. MAP testing will continue for the following three weeks. Schedule is set.