

## School Advisory Board Committee Meeting

October 14, 2025

6:15PM

Good Shepherd Room

### Current Members:

| Attendee Names       | Term Expires | Term #          | Occupation                    | Current Position                         | In Attendance |
|----------------------|--------------|-----------------|-------------------------------|--|---------------|
| Fr. Michael Warden   |              |                 |                               | Pastor                                   | Yes           |
| Jim Brown            |              |                 |                               | Principal                                | No            |
| Brian Plamann        | 6/30/26      | 1 <sup>st</sup> | Risk Manager                  | Chairperson                              | No            |
| Teresa Whitt         | 6/30/26      | 2 <sup>nd</sup> | HR                            | Co-Chairperson,<br>St. Peter/St Paul Rep | Yes           |
| Anna Schmitz         | 6/30/27      | 1 <sup>st</sup> | Copywriter                    | Secretary                                | Yes           |
| Melissa Wloszczynski | 6/30/26      | 1 <sup>st</sup> | 3 <sup>rd</sup> grade teacher | Member                                   | No            |
| Miranda Nikolai      | 6/30/27      | 1 <sup>st</sup> | 1 <sup>st</sup> grade teacher | Member                                   | No            |
| Linda Enriquez       | 6/30/26      | 2 <sup>nd</sup> | Speech Pathologist            | Member                                   | Yes           |
| Luke Gietman         |              |                 |                               | Faith Formation Director                 | No            |
| Diane Cross          |              |                 |                               | Trustee                                  | No            |
| Kip Wenninger        |              |                 |                               | Trustee                                  | No            |

Also in attendance: CJ Bast, Elizabeth Hirschy, Cindy Krueger, Jill Harrikkala, Hailey Wright, Lauren Overland, Alethia Schroth

### Meeting Norms:

Start on Time

End on Time

Be open and honest

Respect the ideas, thoughts, and opinions of others

Model good character

Stay on task

Know when to hold off on a decision

Respect confidentiality when stated

### AGENDA

**6:15**            **Call to Order**

**Teresa Whitt**

**6:16**            **Opening Prayer**

**Fr. Michael Warden**

*"St. Mary of the Immaculate Conception School: Forming disciples of Jesus Christ through quality Catholic Education."*

**6:20**

**Approval of Previous Meeting Notes**

**Anna Schmitz**

- 6 approved
- 0 disapproved
- No changes made

**6:20**

**REPORTS**

**Pastoral Report**

**Fr. Michael**

- Playground Update: The playground project has been slightly delayed due to an upgrade to a more durable flooring material. Installation will be completed by professionals and, weather permitting, will hopefully be completed before winter.
- Church Painting Project: Interior painting of the church is scheduled this winter and will take approximately six weeks (some of this being over Christmas break).
- Daily Mass Time: A possible change to the daily Mass schedule is being considered due to this painting project that will occur in the morning; more information will be shared once details are finalized.

**Principal's Report**

**Jim Brown**

- Color Run was a huge success. The kids and adults had a blast. This was well run by the PTO.
- Parent Teacher Conferences went off without a hitch and food was provided for staff by PTO.
- Monday we had a sewer back up at the end of lunch period. School was not impacted as it was isolated in the new part of the cafeteria and those bathrooms. Students and staff were outstanding especially during dismissal time. A huge thank you to our staff that stepped up and kept the school day normal as well as helping with the car line at dismissal.
- We will have an all school praying of the Rosary Wednesday October 22nd.
- The end of the quarter is October 30th.
- Volleyball and Cross Country are winding down their very successful seasons.
- Star Testing has ended for the Fall Window. Staff will now look at data to help with their classroom instruction. This will help with individual instruction as well.
- We had an "All School" assembly last Friday. We introduced the volleyball and cross country teams. We also awarded our first DISCIPLE awards (Dedicated Individuals Serving Christ In Prayer Leadership and Education) to several students and staff. They had to be nominated by staff members to receive the award. We also had a "Dad joke" contest.

- We are continuing to work on our school safety plan. Currently we are looking at an app from E3 and/or walkie talkies to help with communication.

### **Financial Report**

### **CJ Bast**

- We are exploring a transition to Blackbaud, a digital system designed to simplify enrollment, tuition management, and financial aid.
- Benefits for Families and Staff:
  - Streamlined online enrollment process.
  - Ability to complete forms, select payment plans, and apply for financial aid all in one place.
  - Automatic connection to tuition management.
  - Single login with a convenient mobile app.
- Cost: The program includes a \$56 annual fee per family, with the remaining cost covered by the parish.
- Timeline: Implementation is planned for the 2026–2027 school year.
- Additional Notes: The school will continue using PowerSchool for grading system, attendance, etc. as it is used diocese-wide. Scrip rebates may be able to be applied monthly using this system as opposed to twice per year.

### **Faith Formation**

### **Luke Gietman**

- Religious Education is off to a good start:
  - There are many catechists this year to create smaller class sizes.
  - Using the school doors this year for RE has been working well.
  - Steve Elliot led CPR and first-aid training for the catechists this year.
- Adult Education:
  - Classes/activities going on every day of the week.
  - The new women's group "She Shall Be Called Woman" has been well-attended.
  - That Man Is You continues to be well-attended.
  - The other adult classes range in size from 5-25 people.
- OCIA
  - We have 3 catechumens and 1 candidate so far.
  - There are 2 or 3 others discerning the process.

### **St. Peter and Paul**

### **Teresa Whitt**

- Beginning First Reconciliation preparation with a parents meeting on Sunday, Oct 19.
- Diocesan required Safe Environment Training for all children and youth on Oct. 22.

- Saturday, November 1 will include 4:30pm Mass for All Saints Day, followed by a potluck supper at 5:30pm.
- The “Hall of Saints” will follow dinner, where everyone is invited to see the students dressed up as saints and receive “heavenly treats”.

**6:35**

## **COMMITTEE REPORTS**

### **Marketing and Outreach Committee**

**Anna Schmitz**

- N/A

### **PTO**

**Elizabeth Hirschy**

- The PTO is gearing up for Grandparents’ Day on Nov. 14 which will be an early dismissal day.
- Planning on doing another “brunch style” event for the students and grandparents.
- Will have a Book Fair (by Ignatius Press) going on in the library at this time.
- The fall bakery fundraiser is also being planned at this time.

**6:40**

## **NEW BUSINESS**

**Teresa Whitt**

- Homeschool Group update given by Anna Schmitz:
  - Several homeschool families at St. Mary have been meeting after Mass on the 2nd and 4th Thursdays of the month.
  - The first meeting is focused on a saint study and the second is service-oriented.
  - The children have been able to join the school for morning recess on the playground.
  - Two families were able to join the school for the PTO color run.

**6:45**

## **OLD BUSINESS**

**Teresa Whitt**

- Cindy Krueger shared a safety update:
  - Considering testing out an app (E3) in place of investing in new walkie-talkies. The app would benefit things like reunification but weighing the pros and cons like the cost of the annual subscription.
  - She has several calls out for estimates on some safety equipment for the school.
  - Right now she is focused on data collection, online research, and looking into safety grants.
- Briefly discussed adding a cross to the wildcat logo for school apparel.

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**6:59 CLOSING PRAYER**

**Fr. Michael Warden**

**7:00 ADJOURN**

**NEXT MEETING: November 11, 2025 at 6:15pm**

Notes Taken By: Anna Schmitz