

TOTAL BOARD OF EDUCATION MEETING MINUTES
January 15, 2019
ST. EDWARD PARISH, APPLETON, WISCONSIN

The meeting was called to order at 6:34 p.m.

Present: Cathy Schwieso, Renee Cowart, Julie Miskoviak, Fr. Walter Stumpf, Vicky Weiland, Celia McKee, Allie Salm, Jenny Heimann, Stephanie McClintock, Tim Westphal **Excused:** Pat Coonen, Amy Froelich, Emily Vanden Heuvel, Mandy Hoff

The meeting began with the Opening Prayer led by Cathy Schwieso. There was no open forum due to no non-members being present.

Approval of January 15, 2019 Agenda: Cathy indicated that some agenda items were moved to the top of the agenda due to a request. Members were asked to review the updated agenda. Julie Miskoviak moved to approve the revised agenda; Allie Salm seconded. The agenda was approved.

Approval of November 20, 2018 Meeting Minutes: Cathy brought forward the approval of the November 20, 2018 meeting minutes. Members were asked to review the minutes and bring forward any questions or corrections. Julie Miskoviak moved to approve the November 20, 2018 minutes; Allie Salm seconded. The November 20, 2018 minutes were approved.

Pastor's Report:

Fr. Walter provided the following report:

- Father thanked Renee the great job on the Christmas Play. He also expressed that the Christmas concerts this holiday season were great.
- Parish giving is down 10% as of the conclusion of 2018. Some individuals doubled up in 2017 due to the changing tax laws, resulting in less giving this past December.
- Based on parish giving, Father provided projections for the upcoming budgets using the diocese formula for the school and evangelization programs.
- Father requested the Executive session scheduled in February with the TBOE be rescheduled for the March meeting, due to his absence at the February meeting.

Administrators Reports:

School - Renee Cowart – In addition to the written report, the following comments or questions were shared.

- Due to \$4,000 extra from the safety grant, Renee was able to add additional safety features to the school. A new door will be installed that will change the process of access to the building. Access will only be with the use of a key FOB. There will also be 6 new cameras for security as well as an outdoor speaker that rings outside and can provide communication.
- The week of January 28 is Catholic Schools week. Many activities are planned and TBOE members are encouraged to attend. Activities include a field trip, fundraiser at Fun Set, reading, Grandparents day and the teachers doing “minute to win it.”
- Renee shared that Hortonville Public Schools will be paying more revenue for 4K. This is for inflation.

New Evangelization Youth – Celia McKee – In addition to the written report, the following comments or questions were shared.

- Celia asked TBOE members to assist in writing notes to all second graders as they prepare for their first reconciliation and Eucharist. The notes would let them know we are praying for them in the first week in February. There are approximately 20 students making their first reconciliation.

- Celia will be requesting to have an additional person on the NE team. This will enhance the NE program, especially on the elementary level. She is putting together a job description looking for a professional person who will be a motivated team member. The hope is to generate some new and innovative programs. When presented to the Finance Council, the request will include hiring the right person to start in this fiscal year. The position will be advertised in the St. Edward's and St. Nicholas' bulletins.
- There will be a catechist in-service. Looking to explore ideas on programs that lead to the family base. Looking to explore ideas on how to include parents by encouraging them to think of their faith and how they can disciple their children. The in-service will focus on the beginning of a new direction.

New Evangelization Adult – Pat Coonen – In addition to the written report, Cathy, in Pat's absence, provided the following NE for adults:

- Pat is looking for ideas to engage young adults and welcomes any ideas the Board may have. Not only ideas, but help to implement programs for young adults. It was noted that Amy Froehlich and Carly Klopf had volunteered to serve on this subcommittee. **New Business**

Bylaws

Cathy reviewed the changes made to the bylaws. Stephanie moved to approve the bylaws with suggested changes; Jenny seconded. Motion carries. The date will be put on the by-laws to show that each year they are reviewed and approved.

Old Business

Fish Fry – Cathy shared that the TBOE is responsible for the Fish Fry in Lent. There is a great committee that makes this happen. The TBOE also is responsible for the raffle at the Fish Fry. There are several individuals and group who will be donating the baskets. It was suggested that the raffle baskets include items of interest for both genders. In addition, a suggestion was made to sell gift certificates one or two Sundays prior to Lent. People may be interested in purchasing them.

Music Academy Coordinator – Father Walter developed a job description and shared it with the TBOE. The position would be part of music education for anyone, 8th grade and up. The Academy would not take over the current music programs, but enhance them. The end goal would support regular worship and provide music education focused around faith. This would also be a joint or cooperative financial investment with other parishes. Through concerts and other programs offered, the coordinator would market the academy and gain revenue. Suggestions were a spring concert at church and a community event. It was opened for questions.

The closing prayer was conducted. Vicky Weiland moved to adjourn the meeting; Julie Miskoviak seconded. The meeting adjourned at 7:29 p.m.

Respectfully Submitted,
Vicky Weiland