

TOTAL BOARD OF EDUCATION MEETING MINUTES
May 21, 2019
ST. EDWARD PARISH, APPLETON, WISCONSIN

The meeting was called to order at 6:32 p.m.

Present: Cathy Schwieso, Pat Coonen, Amy Froelich, Vicky Weiland, Allie Salm, Jenny Heimann, Stephanie McClintock, Renee Cowart, Celia McKee, Mandy Hoff, Tim Westphal, Mary Hildebrand

Excused: Julie Miskoviak, Emily Vanden Heuvel and Fr. Walter

There was no Open forum due to no non-members being present. The meeting began with the Opening Prayer led by Cathy Schwieso. Each member was given a beautiful holy card from Cathy and the prayer was a Prayer to the Immaculate Heart of Mary.

Pat Coonen introduced Debbie Spielbauer, who will be replacing Pat in her position as NE Adult Coordinator. Pat will be working with Debbie through June. Celia introduced Sue Vandenberg as the new NE Elementary Coordinator. Each member of the TBOE then introduced themselves to the new Coordinators.

Approval of May 21, 2019 Agenda: Members were asked to review the agenda. Mandy Hoff moved to approve the agenda with the addition of Thank you to retiring members; Allie Salm seconded. The agenda was approved.

Approval of April 23 Meeting Minutes: Cathy brought forward the approval of the April 23, 2019 meeting minutes. Members were asked to review the minutes. Stephanie McClintock moved to approve the minutes; Mandy Hoff seconded. The April 23 minutes were approved.

Pastor's Report:

There was no Pastor's Report.

Administrators Reports:

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

- There are six days left until the completion of the school year.
- Renee asked there be continued promotion for SCRIP. Renee announced that one of the SCRIP Coordinators was resigning and would need to be replaced. Renee will be asking parents in a newsletter for volunteers to help with this fundraiser.
- There will be Mass, Graduation and Awards ceremony on May 31.

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

- Mary Hildebrand is learning her new position and talking with young adults. There will be a Worship and Power Hour scheduled for young adults once per month. The first one will be June 10. The hour will be filled with music, prayer and adoration. Mary also attended a workshop getting ideas on programs for young adults.

New Evangelization Adult – Pat Coonen – In addition to the written report, the following questions and comments were provided.

- Pat asked if the Tractor Pull fund raising will be included in the percentages for New Evangelization since it is not on the list of events/activities for the TBOE. This will be asked of the Finance Council or Father Walter.
- **New Business**

Introduce new NE Coordinators – Introductions were made at the beginning of the meeting. The new coordinators are excited and looking forward to learning their role and planning upcoming activities.

Review current Board Members – The list of Board Members was reviewed. Tim and Amy has previously indicated they would not be returning. Emily's term was also completed and after some thought, Emily has decided she will not be returning.

Old Business

Discuss new Advisory Committee Concept – In the future, the TBOE will no longer exist as it now does. There will be two Advisory Committees, a School Advisory Committee and a New Evangelization Advisory Committee. Each committee will be dedicated to their respective area and be utilized as a resource for Renee and the NE Coordinators. This concept is being used at St. Nicholas, where the Advisory Committees meet on a monthly basis. A meeting schedule will be determined this Fall by Renee and the NE Administrators.

Fr. Walter arrived when the information was being shared and answered questions. The major concerns were a disconnect between the two areas and responsibility for fundraising. The staff hope to meet on a regular basis to avoid any disconnect. Fr. Walter indicated that fund raising would fall under the Finance Council with leadership coming from the leadership groups already in place.

Meetings will be scheduled at the Administrators' discretion. A question was raised regarding the number of people on the NE Committee. Should it be more because of the number of coordinators? Fr. Walter hopes to have good representation on each of the committees and will solicit the parish for interested members. Committee members will serve a three-year term with the option to renew one time. TBOE members will serve on the committees they are currently on or request a committee. Vicky requested to move to the NE Committee.

Administrators will continue to use the Dashboard for data reporting, with ownership of the Dashboard in the Parish Council. Fr. Walter is hoping that this new structure will take on a more pro-active approach that is action oriented. It was recommended that this change be announced in the bulletin for parishioners, and that anyone interested in serving on one of the committees should contact Renee or Celia or Father.

Members closed the meeting with a prayer. Thank you's were given to Amy and Tim with a surprise recognition to say thank you to Pat for all her years of dedicated service.

Jenny Heimann moved to adjourn the meeting; Stephanie McClintock seconded. The meeting adjourned at 7:26 p.m.

Respectfully Submitted,
Vicky Weiland