

St. Patrick School Board Meeting
May 13, 2025

“We Pray! We Learn! We Achieve!”

Present: Cheryl Baker, Jason Chamberlain, Dana Hengesbach, Brenda Lenneman, Erin Pung-Caszatt, Connie Vallier, Scott Wieber, Christine Wilcox, Nancy Wohlscheid, Deacon Randy Hodge, Mrs. Krause

I. Opening Prayer (Connie)

II. Approval of Prior Meeting Minutes (Connie)

Brenda Moved to approve the April 2025 school board notes; Cheryl seconded the motion, and the motion passed.

III. Dissolution of the 2024-25 School Board (Connie)

Connie thanked school board members for their service and especially thanked Cheryl and Dana who will be leaving the school board. Board members also thanked Connie for her service. Nancy moved to dissolve the 2024-25 school board; Erin seconded the motion, and the motion passed.

IV. Election of Chairperson and Vice Chairperson (Deacon Randy)

Deacon Randy Hodge opened the 2025-26 School Board meeting and introduced Jason Chamberlain who will join the Policy and Strategic Planning subcommittee and Scott Wieber who will join the Finance subcommittee. Deacon Randy Hodge continued the meeting with a call for the Chairperson nomination. Nancy nominated Brenda; Jason seconded the motion; Brenda accepted the nomination and discussion followed. Deacon Randy Hodge called for a vote in favor of Brenda as the Chairperson; the vote was unanimous with no abstentions. Deacon Randy Hodge turned the meeting over to Brenda.

Brenda asked for Vice Chairperson nominations. Christine nominated Krysten; Jason seconded the motion; Krysten, although absent, previously shared she was interested. Discussion followed and Brenda called for a vote in favor of Krysten as the Vice Chairperson; the vote was unanimous with no abstentions.

V. New Business (Brenda)

See Principals Report for information on the K-5 Principal job posting.

VI. Principals Report (Deacon Randy and Mrs. Krause)

Diocesan Enrollment Reports will look different now that DK numbers have been added to K-8. Regarding enrollment for the 2025-26 school year, currently high school is 86 and preschool is approximately 48 with only one opening still available. Regarding staffing, Mrs. Smith will resign at the end of the current school year, Chloe Cross will not be returning, and Khristie Cook is retiring. On the recommendation of the Meitler Group, the vacant principal's position will cover DK-5 and Deacon Randy Hodge will cover grades 6-12. Dave Faber will be retiring on July 3, 2025 and Sarah Gray, Assistant Superintendent will begin her new job as Superintendent of Catholic Schools in the Grand Rapids Diocese. Graduation will take place this Sunday. The next edition of the *Shamrock Legacy* will be mailed soon. Regarding Development news, new scholarships have been established by the following families: Stan and Jane Gross as well as John Nowack (for Gayle Barley). During the 2024-25 school year, fifty-four students used \$90,000 in scholarships. Mrs. Krause stated the teachers received their wish list items. Shamrock Auction final numbers are not yet known.

VII. Subcommittee Reports

A) Mission Effectiveness (Christine)

The Campus Ministry Team did a great job planning and leading the middle school retreat. A couple of students from Pewamo St. Joseph attended the retreat.

B) Policy and Strategic Planning (Melinda and Jason)

The committee is waiting for the Meitler Group data for the five-year strategic plan. We will model our needs and data from the Meitler Group and the Diocese. Some of the handbook changes are diocesan specific so the wording will have to be carefully crafted.

C) Marketing and Communication (Ashley)

Brenda will check with Ashley regarding portal money and Brenda will check with Dana regarding marketing ideas.

D) Advancement and Development (Deacon Randy Hodge and Erin)

See Principals Report above.

E) Finance (Scott)

Cheryl will be on the Finance subcommittee to help Scott transition. Financials for April looked status quo and everything is on track for enrollment. The daycare is looking for more staff in order to fill the waiting list. Positions are posted on social media and in school newsletters. Daycare and preschool will restructure, and Aaron will have more time to handle administrative responsibilities. All will be under the same budget with specific line items. Finance approved 38.5% as parish subsidy. Father Mike has requested an additional \$69,000 for the budget and will check with the Father Flohe Foundation. Father Mike wants the parish subsidy to be 35.59%. Cheryl will ask Marie at Nienhaus for a budget update after the next Finance Committee meeting.

E) Executive (Brenda, Krysten, Nancy)

The handbook is part of the enrollment process which makes the process more streamlined. Next year, handbook changes will be highlighted at the time of enrollment. There are a few small changes which will be made, and parents will be notified. Brenda suggested doing it at the end of the year. Brenda attended the Diocesan Spring School Board Summit and suggested new members attend the next Summit. Brenda would like to start a process for onboarding. Deacon Randy and Brenda will meet soon regarding School Board involvement in hiring a new principal.

VIII. Review of Tasks and Assignments (Nancy)

- 1) Brenda will check with Ashley regarding portal funds.
- 2) Brenda will check with Dana regarding marketing ideas.
- 3) Deacon Randy Hodge and Brenda will discuss School Board involvement in the hiring process.

Adjournment: 7:26 pm

Next meeting: August 5, 2025

Notes provided by Nancy Wohlscheid