

St. Joseph Catholic School committee minutes.

April 16, 2026

Attendance: Kimberley Bayer, Jeremy Blackwood, Rachel Blackwood, Sara Quates, Johanna Schmanski, Sarah Tolliver, Bryanna Van Vreede, Monica Warren.

Meeting began at 6:40pm

1. *Elections report.* Kimberley provided an update on committee elections.
2. *Open committee positions.* There will be three open committee positions next year. Discussion of potential candidates. Elections Committee will reach out to them.
3. *Accreditation.* The accreditation team noted improvement in Catholic identity. Service opportunities and parish outreach were highlighted as strengths and show the school is actively living out its mission statement. The team also noted the strong faith role models among staff and observed that the school and parish are becoming more unified. The team complimented the school's awareness of needed improvements, particularly reading achievement and marketing efforts.

Discussion included the possibility of hiring a part-time marketing professional. (Discussed an example: A similarly sized school hired a marketing and development coordinator at 20% time and their alumni fundraising alone now generates approximately \$150,000 annually.)
4. *Transition to FACTS.* We are transitioning from PowerSchool and Blackbaud to FACTS, which will manage grading, attendance, registration, immunization records, prescription forms, and hot lunch services.

5. *Name of School*. Discussed the necessity of consistently using the school name and standardizing email signatures, logos, and promotional material accordingly.

6. *PR/Marketing committee report*. The PR/Marketing Committee met with Andy Smith. Parent surveys will be distributed again, with an added question asking: “What makes St. Joe’s stand out?”

The Spanish program in 3K and 4K continues to attract interest. Margaret Shea has been working on improving consistency in branding.

7. *Committee structures and subcommittees*. Outside of PR/Marketing, there has been limited committee work this year. Discussed improving the use of subcommittees and clarifying committee responsibilities.

8. *Catholic Identity and Academic Excellence*. The committee discussed the relationship between Catholic identity and academic excellence, both of which are priorities for the school. Members proposed forming a subcommittee to research perspectives from Catholic educators and organizations on integrating faith formation with academic achievement. Kimberley will spearhead that effort.

9. *Principal’s report*. Coffee and Conversations events have been well attended. Some families cited the 3K/4K Spanish program as a reason for enrolling despite concerns they had previously heard about leadership changes.

The school is exploring a “Caregivers Connect” group where parents and guardians can share resources and advice, such as recommendations for private speech services and other support programs

Additional ideas discussed included: A homework club, volunteer opportunities families could complete from home, a babysitting database and possible Red Cross training classes.

The school is also working with the YMCA to potentially provide extended care services on-site with a flat-fee structure.

Discussed Wisconsin Forward testing.

10. *Technology Curriculum Discussion*. Following Barb Laubusch's retirement, discussion focused on the future of the technology course. Concerns were raised about whether a standalone technology course is necessary. Members discussed aligning technology instruction more intentionally with academic standards, with typing a priority.

11. *Home and school*. The High Interest Day schedule has been finalized. Pep sticks and glow sticks have been ordered, and additional communication will be sent soon. Teachers should receive the finalized schedule shortly. The illusionist performance time has been moved earlier. A list recognizing staff anniversary milestones of five and ten years is being prepared. Barb Laubusch's retirement gift will be mailed. Marquita will replace the outgoing representative.

There is a need for a functioning microphone in the gym for the pep rally. Baby shower gifts are also being organized for Mrs. Greco and Mrs. Toman.

Meeting adjourned at 8:00 pm