

## ST. MARY'S EVANGELIZATION & CATECHESIS COMMITTEE MINUTES

- A. Called to order by Jenny Miller in the St. Mary's Parish Meeting Room at 5:31 p.m. on Tues., Aug. 12, 2025
1. Prayer ~ Fr. Craig Timmerman led prayer
  2. Roll call ~ Present: Jenny Miller, Dan Braulick, Emily Krzmarzick, George Schwint, Matt Wagner, Peter Roufs, Shelley Roufs, Fr. Craig Timmerman  
Absent: Victor Martinez, Jamie Pietig, Matt Grausam
  3. May minutes were approved (*June...there was no meeting/minutes, as quorum was not met.*)
  4. August agenda was approved
- B. ENRICHMENT ~ none
- C. ACTION/DISCUSSION ITEMS
1. Staffing Update (June)...Musical director position has been filled for one year (2025-26) by George Hirschboeck. He will be assisted by Amy Bohnen and Samarah Forster.
  2. School Mission & Philosophy Statements...were read/reviewed by Peter to those present.
  3. Membership guidelines reviewed and signing confidentiality form...was gone over by Peter to those present.
  4. Election of new officers...welcome to Matt Wagner, who took over for Sara Nosbush; Officer voting took place and the results are as follows...  
Chair-George, Vice Chair-Jenny, Secretary-Emily Motions carried.
  5. MNSAA update and goals and team visit information...Peter went over accreditation information..the annual report was accepted, and no corrections were needed. We are in the accreditation year, 2025-26. There were six standards that were looked over and narratives will be updated by faculty & board sub-committees. Evidence and the written narrative was completed. Interviews and surveys will or have taken place. The Accreditation Committee will be at St. Mary's, Oct. 8th-10th. They will compile their report, and check over the goals we have completed in the last 7 years. (It is a living document that is updated and gone through from year to year, after the goals are achieved.) MNSAA Strategic Plan included: Robotics Club (Grades 3-5 and 6-8); Student Government "House" System for the High School; Adding additional security cameras and rekeying of the school. Goals...add Psychology course, that students can CLEP out of for college credit, installing larger windows in lower level and stairwell in the Middle/High School, and installed new computers in labs, so we can be a CLEP testing site.
  6. MSHSL Membership renewal approval...motion carried.
  7. Cheerleading adjustment...started at 7 from each school, last year SEPS requested more (18). This year, 21 girls tried out, with all of them being on the team. (6 from St. Mary's, 15 from SEPS, with them taking on the costs for the extra participants.) Bussing is limited to 18, so the 3 freshmen will stay back from away games, unless parents are able to provide transportation.
  8. Change in handbooks and school emphasis this year...Parent/Student Handbook additions...
    - a. Cheating (Gr. 9-12)...added "AI" (using it improperly) to the rule, along with cheating on any school work, and proposed that the consequences be updated to removing community service and using academic probation, loss of extracurricular, service hours, detention, disqualification from receiving academic honors and awards (Honor Cords, membership in honor society/MHS, Valedictorian, Salutatorian) for further violations. (The 1st violation being a 0 on the assignment.)...TABLED...bringing to faculty to discuss.
    - b. Detentions (reserved for severe infractions-disrespectful toward another/school, fighting) and Demerits (less severe infractions-dress code, gum, etc.). The Middle and High School are proposing to go toward demerits (1 demerit is 15 minutes), to be served at Knightime/Study Hall. This will show the reward of making good decisions...Juniors and Seniors would be able to leave campus, last hour (study hall) if making the honor roll after 1st quarter, with parent permission. We are trying to make consequences that are more accountable. No phones, during Knightime. Rather we are encouraging autonomy and a better, more positive student community/culture. Fines will be eliminated.
  9. Staffing updates...Deanna Schwint-Elementary Library, Keyboarding, Development-Recruitment/Website, Para support; Sr. Mary Ann will be teaching Theology for grades 8 & 11 (Sr. Agnes Pia will have a different role to fill at the convent); Sr. Cora Marie will be teaching

Theology for grades 10 & 12; Sandy Tauer will be serving as a PreK3 para; Math position (1st and 3rd Grade), did not come to fruition. Teachers will be supported with more para support, as those class sizes are larger.

#### D. STAFF/COMMITTEE REPORTS

1. School~(June) Mr. Roufs reported that the graduation ceremony went well. The Bishop's schedule worked better (the ceremony was moved up a week) that weekend, so moving forward, future graduation ceremonies will remain on the Sunday before Memorial Day weekend at 3:00 PM; The MNSAA report will be submitted soon, and they continue to work on the self-study plan in preparation for accreditation this October; There have been a nice amount of inquiries from new families about our school. We will see what they decide come enrollment time; Mark and Jean Schroepfer have blessed the school with another significant donation for this school year. They have a vision for the school and helped obtain many resources for the classrooms and staff that have benefited us greatly; The 2026 Seniors have decided to return to Orlando, FL as their destination next year, with enough of the class returning their commitment form; Online registration will be sent out to families soon, and we are very grateful to all those that helped in the process to get it up and running; Gently used uniforms will once again be available for sale the last week of June, sponsored by the SMS Booster Club; The maintenance crew has many items that they will be looking to complete this summer in preparation for the upcoming school year; A number of staff are participating in a book club on AI and education this summer. AI has been more prominent, and factors for use will need to be determined; Our non-public state aid looks to be supported for this coming school year, which was indeed a battle...thank you to all who worked on this and all those who reached out to our lawmakers; Mr. Roufs also thanked the E & C Board for their support and guidance, and added that the school year went well.  
School (August)~Peter thanked all the custodial, office, business and athletic offices for all the work they put in over the summer to prepare for the new school year. Improvements to the school included the addition of basement classroom windows and one west facing stairwell window, 28 new computers for the High School computer lab, and the completion of asbestos removal. Playground woodchips and additional electrical outlets have been added. The High School roof project will be started this Fall; The enrollment is up, with graduating 19, and a small Kindergarten class of 13, 2 transfers, and 6 new students. Preschool numbers are up...21-PK4, 18-PK3, with more that have inquired. We currently have 298 students, PreK-12; Registration has moved to being all online this year. It has gone well overall, and hopefully will be a good move toward keeping things more efficient; This year the school will be focused on classroom management. (Emphasizing students to "Be Respectful, Be Engaged, Be On Task"); There was a proposal to add technology/computer questions into the curriculum (excel, word, powerpoints use, passwords), so as when students move off to college, they can have a better foundation in which to draw on.
2. Religious Education~(June-no report)  
Religious Education~ (August) Shelley reported that the teachers/facilitators have been filled for St. Mary's; Classes begin on Sept. 10th; The Confirmation program has been updated. Interviews for Juniors will take place this Fall, and Sophomore students will start their preparations this year, starting with Mass attendance sheets.
3. Pastor/Superintendent~Fr. Timmerman spoke on the focus on prayer for staff/faculty/students this year.; New families that are coming to St. Mary's School are also checking out our faith...what a great opportunity to share our beliefs. He also spoke on the Conformation changes that Shelley addressed in her Religious Education report.
4. Financial~none

#### E. FUTURE AGENDA

1. MEETING DATE: Tuesday, September 9, 2025, 5:30 p.m.  
St. Mary's Church Parish Meeting Room
2. FUTURE AGENDA ITEMS:

F. PRAYER~ Fr. Craig Timmerman led prayer.

G. ADJOURNMENT~ 7:05 PM

Respectfully submitted, Marti Schroepfer