

St. Charles Parish School - School Commission

Minutes



March 18, 2025

Meeting Logistics

Chair: Paul Fry
Vice Chair: TBD
Time: 6:00 PM

Date: March 18, 2025

Location: STEM Lab

Attendance

Commission Members:		Ex Officio Members:		Additional Guests:	
Name		Name		Name	
Elly Beede	X	Dan Garvey (Principal)	X		
Amy Coraggio	X	Father Ken (Pastor)	0		
Alicia Dougherty	X	Diane Grolemond (Faculty Rep)	X		
Brian Endres	X	Allison Caswell (Advancement Officer)	X		
Nick Faleris	X	David Burns	0		
Paul Fry	X				
Amy Galati	X				
Scott Sobstad	0				
John Stellmacher	0				

St. Charles Parish School Mission Statement

St. Charles Parish School in Hartland, Wisconsin nourishes and grows a vibrant Catholic community committed to innovation, responsiveness and compassion as it prepares and challenges students in their intellectual, spiritual and moral lives.

1. Opening Prayer - 6:05pm, A. Galati
2. Approval of Minutes - [February School Commission Minutes](#)
 - a. Motion to approve - A. Galati
 - b. Second to approve - E. Beede
 - c. Approved for publication
3. Principal's Report (D.Garvey)
 - a. New office for School Counselor
 - i. Moved Parish staff offices
 - ii. School Counselor office now in former "corner suite," within secure area of school
 - b. Secure entry/Office building plans
 - i. Double-secure entry system
 - ii. Current office becomes 4th Grade classroom, with door in common hallway
 - iii. New carpet, lighting, ceiling tiles
 - iv. Still no dedicated Spanish classroom
 - v. Subcontractors have taken measurements
 - vi. Currently out for bid
 - vii. Still seeking gate to secure parking lot
 - c. Handbook policy update
 - i. Class maximum to 20
 - ii. Aide language modified, as per need/Principal's discretion
 - iii. Purpose of new language is to stay within the building's shared space capacity.
4. Advancement Director update (A.Caswell)
 - a. Enrollment for next year currently 387
 - i. 5 still pending (some w/ siblings still on waitlist)
 - ii. 390 expected for fall
 - iii. On-track with budgetary projections

5. Home & School Update (A.Caswell)
 - a. Gala
 - i. 220 people attended
 - ii. Still awaiting proceeds totals
 - iii. 2026 Gala, mid-April (exact date TBD)
 - b. HSA Butter Braids on sale through March 31
 - c. VIP Day Friday, May 2
 - d. Seeking Room Parent Coordinator for next year
6. Old/New Business
 - a. Exemplary Recognition (Mission & Catholic Identity)
 - i. Approved to advance to next step in Archdiocese process
 - ii. May 7 scheduled site visit for interviews of students, staff, parents
7. Next Meeting: Tuesday, April 22nd - 6pm
8. Closing Prayer - 6:45pm

22334750.1