

Business Proposal for St. Jude Academy

- To be Located at 510 Cole St, Watertown, WI 53094
- Within the Watertown Moravian Church campus

1) Business Operator

- Jennifer Getz
President of St. Jude Academy
307 Henry Court
Waterloo, WI 53594
608.215.3517

2) Building and Grounds involved in this proposal

- Owned by Watertown Moravian Church
- Pastor - Pastor Kurt Liebenow

3) Location Map of the proposed business site

- See Attachment A

4) A detailed floor plan

- See Attachment B

5) Outdoor view of Parking lot and School building area

- See Attachment "C"

6) A detailed narrative of business operation

- See Attachment D

7) A Detailed Landscape Plan

- Not Applicable

8) Responsibility to obtain permits, licenses, etc

- We accept the responsibility to obtain the necessary local and state permits and licenses as needed

As the pastor of Watertown Moravain Church, I authorize Jennifer Getz to pursue a conditional use permit for the use of space within the Watertown Moravian Church campus as outlined in this proposal. If you have any questions concerning this request you may contact me at:

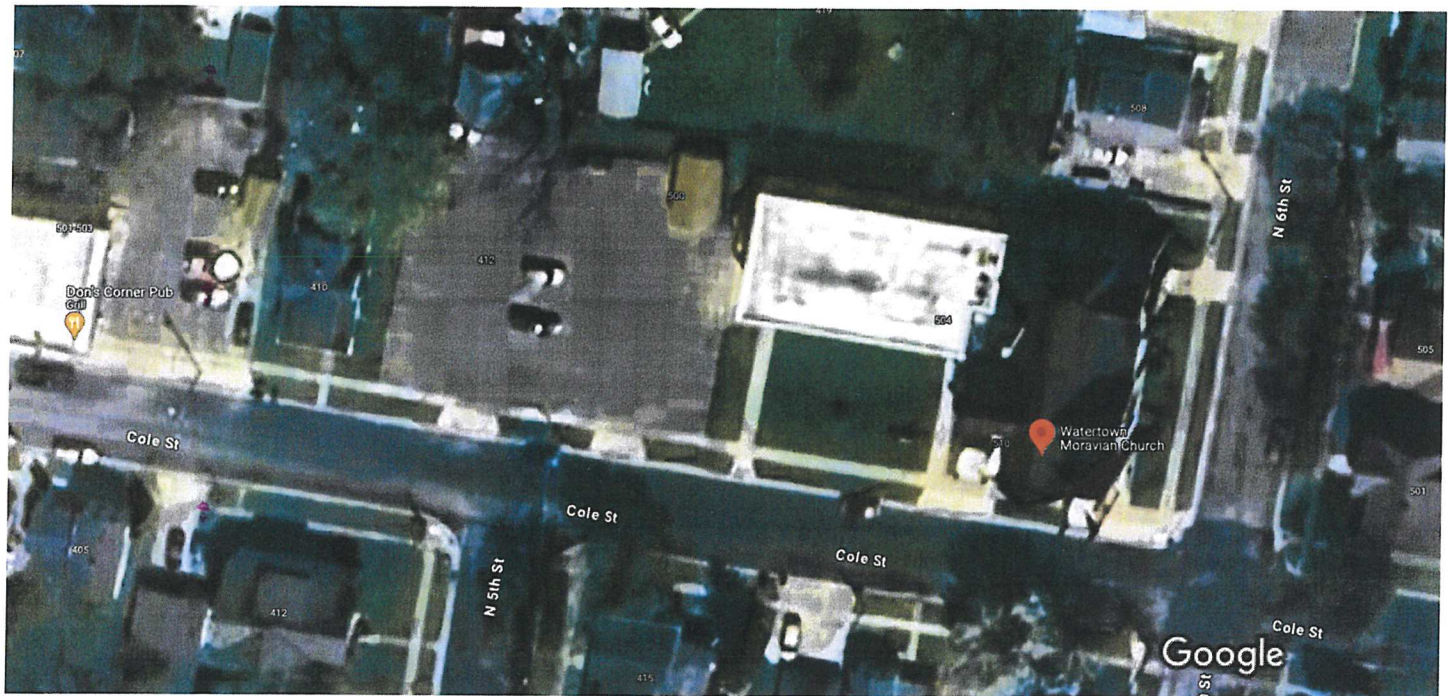
608.354.4862

Sincerely,

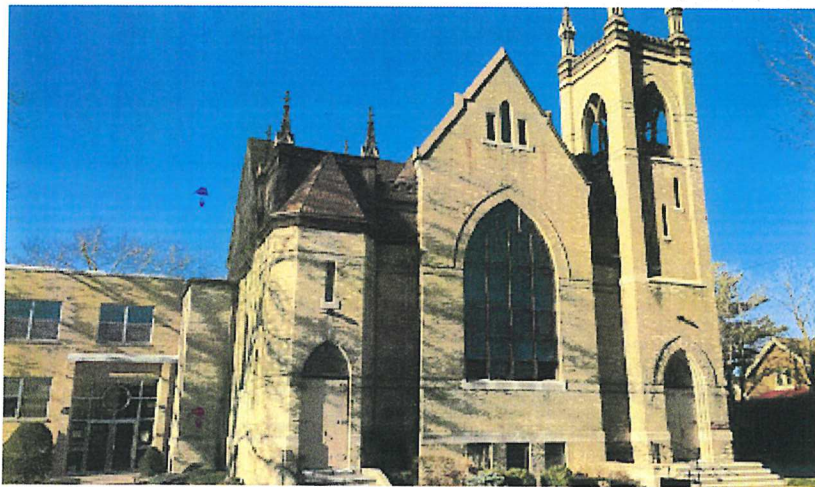
Pastor Kurt Liebenow

Signature: 

Date: May 23, 2024



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Watertown Moravian Church

4.8 ★★★★★ (16)

Moravian church

Overview

Reviews

About



Directions



Save



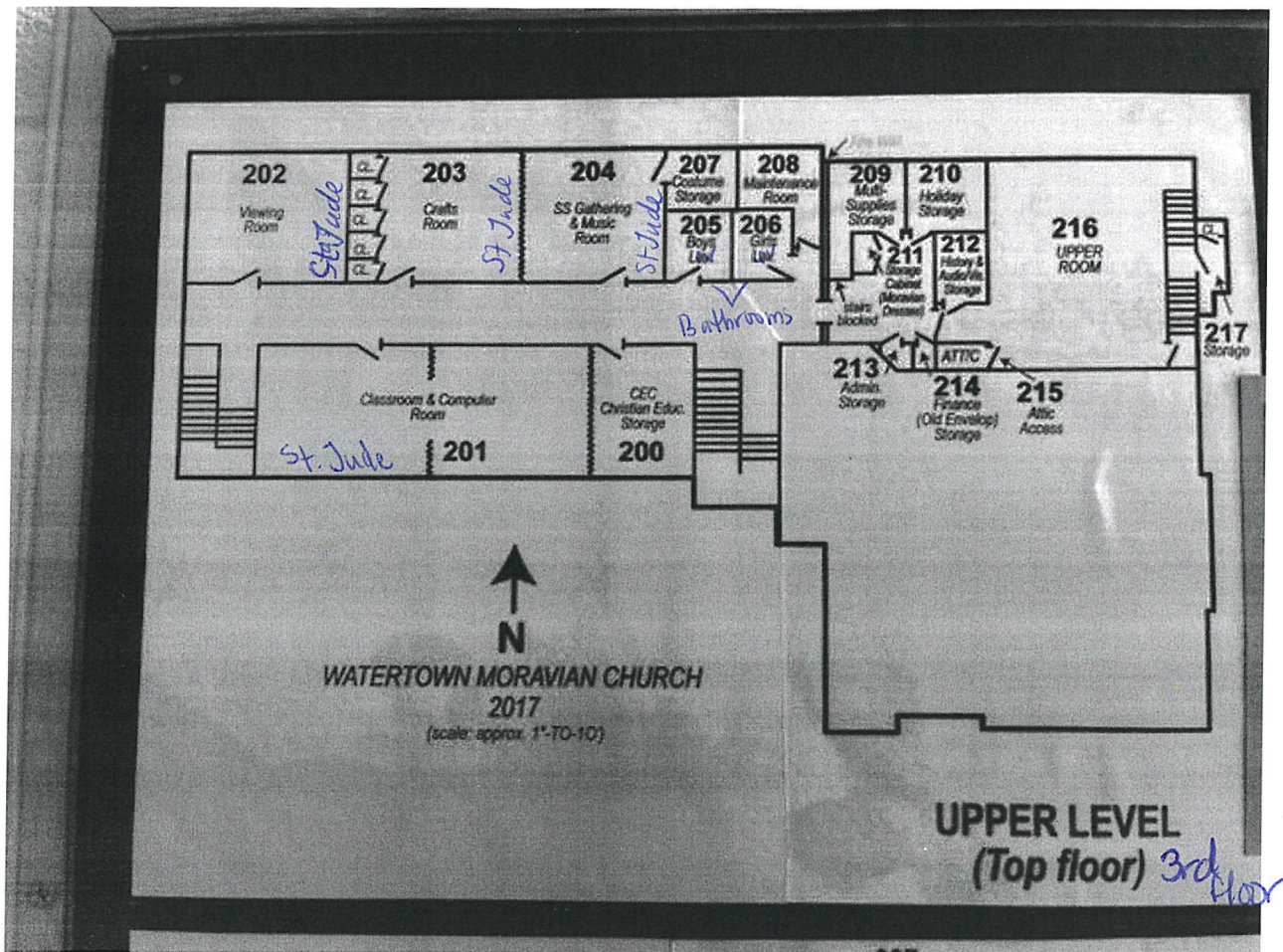
Nearby



Send to
phone



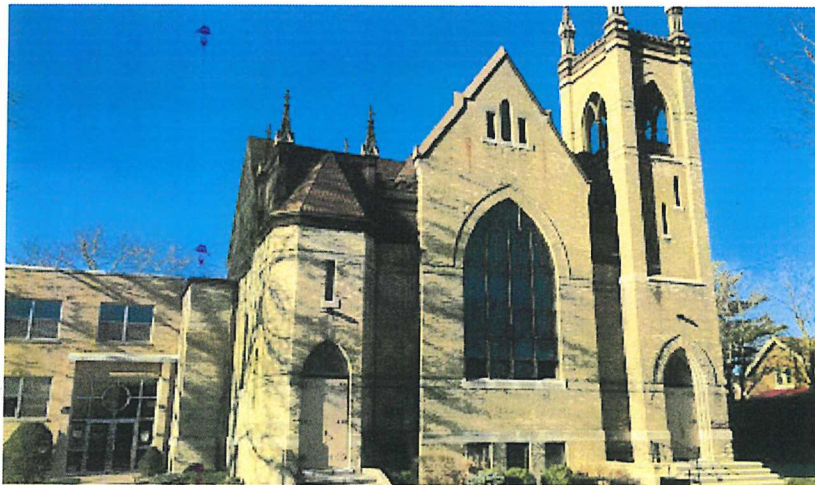
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Attachment "B"



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Attachment "D"

Narrative of business operation:

We plan to use the 3rd floor classrooms as labeled in Attachment "B" for the instruction of high school students grades 9-12. There is a drinking fountain, bathrooms, and fire extinguisher on this 3rd floor. We will purchase lockers for the students and place them in the 3rd floor hallway.

Students and staff will have access to bathrooms on the 3rd floor, and if necessary to meet capacity requirements, can have access to the bathrooms on the 2nd floor. On each floor there is a single stall boys bathroom and a single stall ladies bathroom.

We plan to use a designated area in the parking lot area for scheduled outdoor breaks or recess. The parking lot will also be used for staff and student parking. There are 24 general parking spaces available in the parking lot plus an additional 6 handicap spaces. See Attachment "C"

We will transport students off site for Physical Education classes and as such do not plan to use space within the building for Physical Education.

Typical school hours would be 8:30am-3:30pm Monday through Friday within the regular confines of the number of school days/minutes as determined by the Department of Public Instruction (DPI.) However, one day a week we will allow our students to attend school mass. On mass days our school day will begin at 8am and release at 2:40 pm or 3pm as determined by our instructional hours.

We are planning to start with 3-6 part time teachers and 1-2 support staff, and we hope to grow that into 4 full time teachers and a few part time teachers and support staff. The maximum enrollment for the space requested would be 75 students. The classrooms already provide the structure for school operation so no remodeling changes are planned.

We do not plan to use bussing services, but will have drop off and pick up provided by individual families or parent carpool groups. Cones may be placed to designate a drop off/pick up lane separate from the general parking lot.

A staff member or volunteer will greet students at the door to allow monitored entrance to the building. Students who arrive late will have to be buzzed in through the office. A staff member will also dismiss students at the end of the day. If a student needs to be picked up during the day or leave early, parents will have to pick them up from the office.

Students will be responsible for bringing their own lunches, and snacks. No hot lunch will be provided. Students will eat within their designated lunch area within the classroom spaces.

We do not have an athletic program designed at this time.

There will be no off street parking plans

We do not propose any changes to the current outdoor signage.