

Business Proposal for St. Jude Academy

- housed within St. Bernard campus of Watertown Catholic School
- located at 111 S. Montgomery St. Watertown, WI 53094

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 Catholic Parish
- Pastor - Father Vince Brewer
- Principal - Sherry Harms

3) Location Map of the proposed business site

- See Attachment A

4) A detailed floor plan

- See Attachment B & C

5) A detailed narrative of business operation

- See Attachment D

6) A Detailed Landscape Plan

- Not Applicable

7) 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 Catholic parish, I authorize Jennifer Getz to pursue a conditional use permit for the use of space within the St. Bernard Campus of Watertown Catholic School as outlined in this proposal. If you have any questions concerning this request you may contact me at:

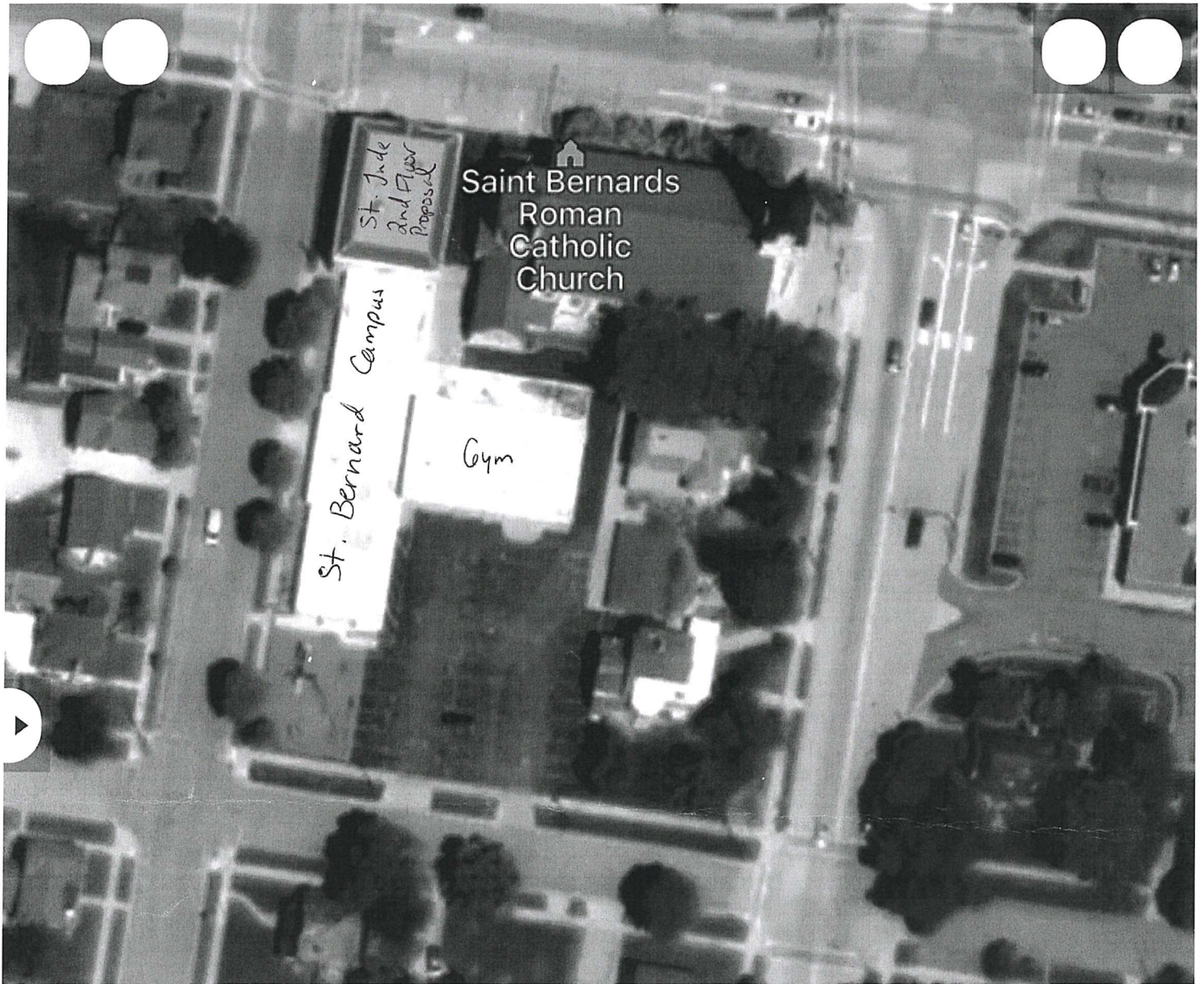
920 - 261 - 7273

Sincerely,

Father Vince Brewer

Signature: Rev J. Brewer

Date 5/10/2023



Attachment A

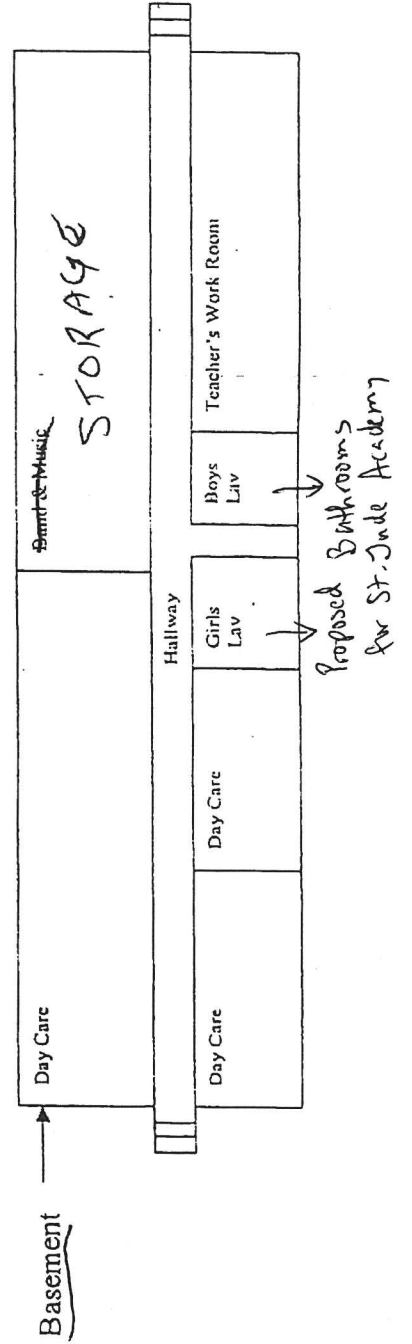
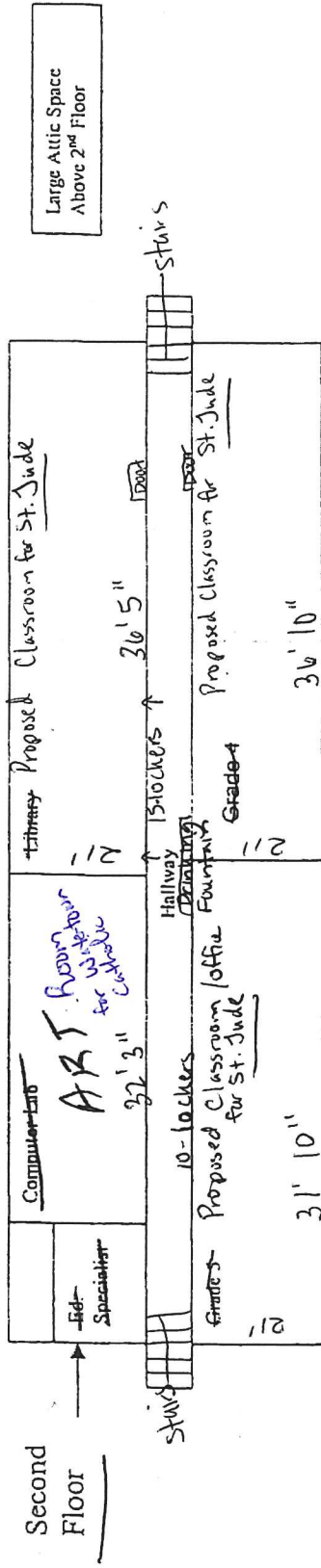
Saint Bernards Roman Catholic Church
Church

50'

Earth View & Aerial Maps

Attachment B

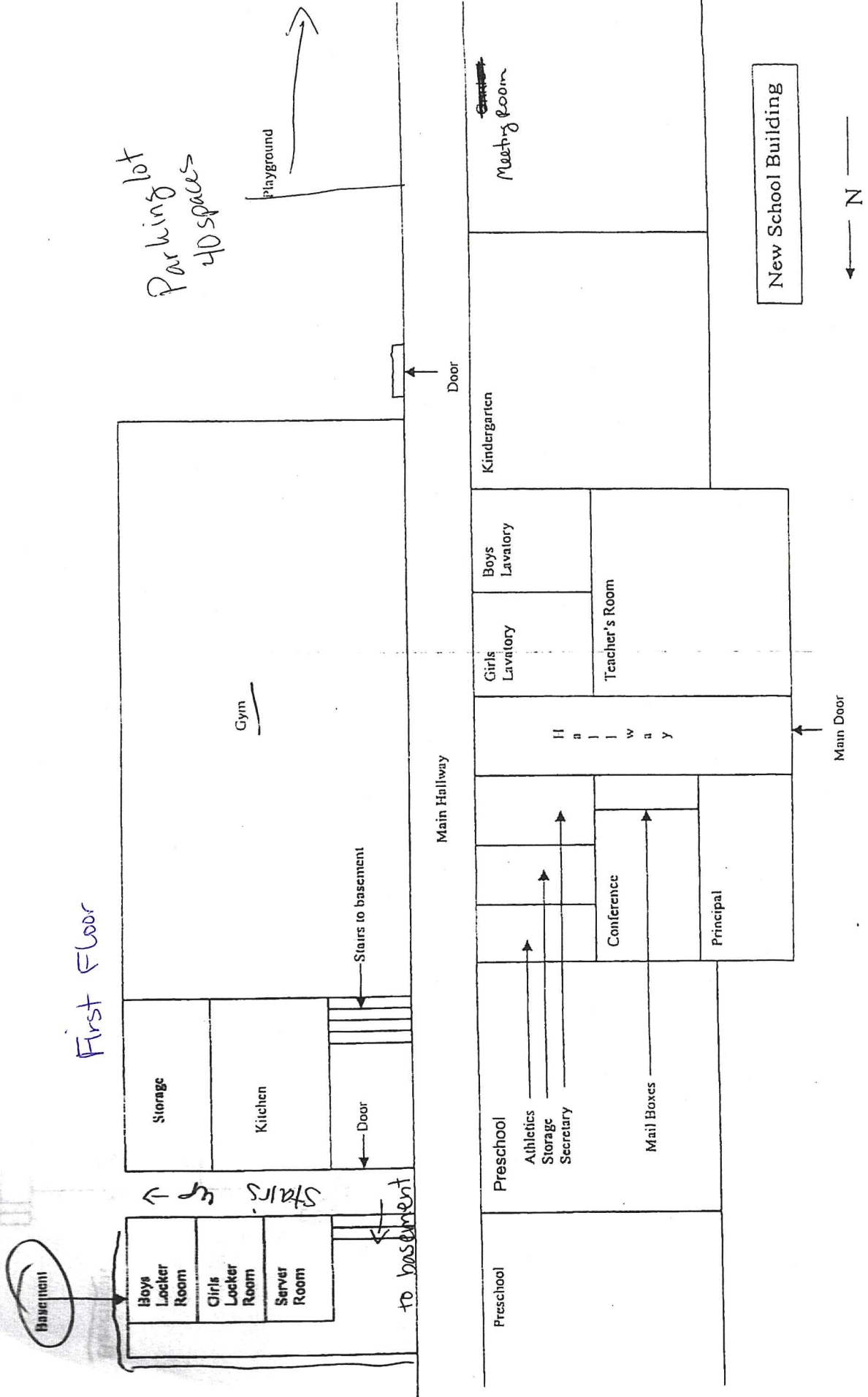
St. Bernard Catholic School Watertown, Wisconsin



St. Bernard Catholic School
Watertown, Wisconsin

Updated 11/10/10

Attachment C



Attachment "D"

Narrative of business operation:

We plan to use the 2nd floor classrooms as labeled in Attachment "B" for the instruction of high school students grades 9-12. There is a drinking fountain, and 25 lockers in the hallway of the 2nd floor for use by the students.

On the first floor and in the basement of the building there are both boys and girls bathrooms. The first floor girls bathroom contains 4 stalls and the first floor boys bathroom contains 2 stalls and 3 urinals. See Attachment "C"

The bathrooms on the first floor would be shared by the students at Watertown Catholic School during school hours.

The teaching and support staff can use the bathrooms in the basement of the building. There are 3 stalls in the girls bathroom and 1 stalls and 2 urinals in the boys bathroom. See Attachment "B"

We plan to use the gymnasium on the first floor for Physical Education Classes when it is not in use for the Watertown Catholic students. See Attachment "C"

We plan to use the parking lot playground area for scheduled outdoor breaks or recess, when it is not in use for Watertown Catholic students. See Attachment "C"

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 within the parish church. 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 3-5 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. Our school enrollment would be capped at 40 students for the 2023-2024 school year. The maximum enrollment for future years 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. The space already provides a loading zone in the parking lot by the playground where students can be dropped off. Drop off spots are marked with x's. Families will also have the option to park further down in the lot toward the street and walk in from there. Cones may also 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 front office

off Montgomery St. 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 at the front 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 gymnasium.

If parish schedule permits we may choose to host sporting events, but 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 signage.