

**Board of Education Meeting
September 15, 2020
Schrup Family Board Room**

Board Members Present: Brain Kane, Scott Leibfried, Sharon Wulfekuhle-Hefel, Fr. Steve Rosonke, Dan Walsh, Kelley Schiesl, Diane Rambousek, Kevin Mullen, Fr. Phil Gibbs

Absent: Todd Link

Staff Present: Phil Bormann, Bob Noel, Bonnie Sigwarth

Approval of Minutes

Minutes from the August 18, 2020 Board of Education meeting were included in the packet for review.

- **Kelley Schiesl moved to approve the August 18, 2020 meeting minutes as presented. Sharon Wulfekuhle-Hefel seconded. The motion carried.**

Consent Agenda

Committee minutes and reports from system administrators were included in the packet for review.

- **Fr. Steve Rosonke moved to accept the meeting minutes and reports as presented. Scott Leibfried seconded. The motion to receive and file.**

Chief Administrator Report

A restrictive participation plan is in place to accommodate necessary social distancing requirements at school Mass.

An outdoor stage is set up in the new courtyard behind Wahlert in preparation for the upcoming performance of the fall musical, *A Year with Frog and Toad*.

Wahlert Catholic is working on including a new program, NEPRIS, which will allow students to connect with business partners across the country. This is in an effort to replace the internship and externships at Wahlert during the pandemic.

Strategic planning is underway for early childhood. Ali Fuller, Mike Donohue, Jan Powers, and Kevin Lynch will be working with Holy Family representatives to survey our community and determine a model that increases revenue, while also improving value.

Holy Family has been approved for a program through the USDA, which will provide all K-12 students free breakfast and lunch through December 31, 2020 or until funds run out.

Plans are underway for professional development in October. Lisa Krapfl will be working closely with principals to improve in-class and virtual instruction.

As of Tuesday, September 15, a total of five cases of COVID-19 were reported at the high school level resulting in approximately 46 students quarantined. Holy Family will continue to do

contact tracing for now with a possibility of the VNA helping with contact tracing if cases continue to increase.

Sharon Wulfekuhle-Hefel questioned what was being done with the Wahlert Catholic service component for students. Phil Bormann confirmed that students are still expected to do service hours and different avenues to obtain those service hours in light of the pandemic are being explored.

Internal Control Report

A consulting report from an internal control examination performed by Honkamp Krueger & Co. was shared electronically. Bonnie Sigwarth reported that changes have already taken place to address some of the recommendations. Holy Family has implemented a segregation of duties and updated the credit card policy. Dual authorization for all bank accounts has also been set up. A subcommittee of Finance was formed to review internal controls every six months.

- **Scott Leibfried moved to accept the internal control examination as presented. Diane Rambousek seconded. The motion to receive and file.**

St. Anthony Facility Needs

Phil Bormann gave an update on several pressing needs for St. Anthony building repairs including roof patching or replacing, tuck-pointing, door replacement, lintel replacement, and other water mitigating measures. The estimated cost for repairs could be anywhere from \$100,000 to \$400,000. The Facilities Committee discussed the extent of the damage at their August 31 meeting and agreed that they are unwilling to invest money in repairs that will not last 30 years. This recommendation was shared with the board.

Executive Session

At 6:04 p.m., Dan Walsh moved and Sharon Wulfekuhle-Hefel seconded to convene to Executive Session.

At 7:21 p.m., a motion was made and seconded to conclude Executive Session.

- **Dan Walsh moved to approve an interior and exterior space study of the Holy Family campus not to exceed \$7,500. Diane Rambousek seconded. The motion carried.**

Meeting adjourned at 7:23 p.m.