

**Board of Education Meeting**  
**June 15, 2021**  
**Schrup Family Board Room**

**Board Members Present:** Fr. Phil Gibbs, Todd Link, Brian Kane, Sharon Wulfekuhle-Hefel, Fr. Steve Rosonke, Diane Rambousek, Dan Walsh, Scott Leibfried and Kevin Mullen

**Board Members Absent:** Kelley Schiesl

**Staff Present:** Phil Bormann

**Guest Present:** Fr. Tom McDermott

Meeting began with prayer at 5:33 p.m.

**Approval of Minutes**

Minutes from the May 18, 2021 board meeting were included in the packet for review.

- **Fr. Phil Gibbs moved to approve the May 18, 2021 meeting minutes as presented. Sharon Wulfekuhle-Hefel seconded. The motion carried.**

**Consent Agenda Items**

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

- **Todd Link moved to accept the committee minutes and reports as presented. Dan Walsh seconded. The motion carried.**

**Chief Administrator Report**

Board meetings for the 2021-2022 school year will be moved to the third Thursday of each month.

John Meinert, St. Joseph Key West parishioner and Holy Family parent, will be joining the board in the 2021-2022 school year. John will take the place of Kevin Mullen, whose second term will conclude at the end of June. Fr. Jim Goerend will also join the board in 2021-2022, replacing Fr. Steve Rosonke as Pastoral Coordinator.

Rebecca Mueller, Director of Enrollment, continues to research software to improve systems of communication and onboarding for prospective students.

The End of the Year survey went out to parents and students and closed on June 9. A team of teachers from each site will review the data and determine next steps for improvement.

Families who chose virtual learning for the 2020-2021 school year were contacted to gauge interest in in-person learning for the 2021-2022 school year. With all families except one wanting to return to in-person, virtual learning will no longer be an option next school year.

Joann O'Connell, who has served as both director of St. Joseph the Worker and coordinator for all early childhood centers, would like to step back from the coordinator position to focus more on her director role at St. Joseph the Worker. Therefore, a leadership shift will occur in the early childhood centers in the coming months. The board will be updated.

Holy Family faculty, staff, and students did an incredible job of packing eight full-sized semi-trailers full of classroom materials in preparation for Our Lady of Guadalupe's move to the central campus and Resurrection's temporary move to the St. Anthony-Our Lady of Guadalupe campus.

Phil requested board member feedback on updating building signage across all sites to include the Holy Family crest. Board members agreed that consistency on signage is important and that all building name signs should be updated to include the crest.

Board members also provided feedback on the board meeting packet going forward and agreed that, apart from keeping committee minutes the same, system reports could be more streamlined to align with strategic planning initiatives. In regards to handbooks and policy changes, the board requested a summary of updates with a link to the full document instead of including the entire document in the packet.

### **Our Lady of Guadalupe Update**

Construction for the Our Lady of Guadalupe transition to the Holy Family campus continues to move forward and is on track to finish by July 6.

### **Resurrection Update**

Fr. Phil Gibbs reported that asbestos abatement is underway at Resurrection. A groundbreaking ceremony will be held in the coming weeks. Phil Bormann will work with Fr. Gibbs, Denise Grant and Zoe Houlihan to get this arranged.

### **St. Columbkille Update**

The Facilities Committee met at St. Columbkille on June 7 to tour each building and determine what needs to be done and to what extent. A draft of a letter highlighting the desire to renovate the current K-5 building to include early childhood and elementary, and to renovate the convent to include the library, art and music classes was shared with board members and will be sent to Fr. Tom McDermott, Fr. David Schatz and St. Columbkille parishioners. The letter also highlighted the desire to adjust the path children take to lunch in Presentation Hall by creating a secure avenue on the backside of the convent. Board members suggested indicating the secure avenue will be "potentially covered" in the event that funding allows for it.

- **Dan Walsh moved to approve the content and format of the letter with the addition of "potentially covered" to item #4. Kevin Mullen seconded. The motion carried.**

### **2021-2022 Employee Handbook**

A draft of the 2021-2022 Employee Handbook was included in the packet for review. Sharon Wulfekuhle-Hefel asked for clarification on the five-day parental leave policy. Phil Bormann

confirmed that the five-day parental leave is to allow fathers to take leave after the birth or adoption of a child and expands the benefit so more employees can be included.

- **Scott Leibfried moved to approve the 2021-2022 Employee Handbook as presented. Diane Rambousek seconded. The motion carried.**

#### **Verification of Email Votes for Teacher Candidates**

- **Fr. Steve Rosonke moved to verify the email votes for teacher candidates. Fr. Phil Gibbs seconded. The motion carried.**

#### **Release from Contract Requests**

Requests for a release from contract for Erin Heims, Resurrection pre-K teacher, and Connie Nessian, Mazzuchelli teacher, were shared for approval.

- **Fr. Phil Gibbs moved to approve the release from contract for Erin Heims and Connie Nessian. Kevin Mullen seconded. The motion carried.**

#### **2021-2022 Executive Committee**

- **Scott Leibfried moved to approve the 2021-2022 Executive Committee of Brian Kane, Chair, Dan Walsh, Vice Chair, and Diane Rambousek, Secretary-Treasurer. Sharon Wulfekuhle-Hefel seconded. The motion carried.**

#### **Departing Board Members**

Phil Bormann thanked Kevin Mullen and Fr. Steve Rosonke for their service to the Board of Education over the last several years. John Meinert and Fr. Jim Goerend will be welcomed to the board at the August meeting.

Meeting adjourned at 6:24 p.m.