

**Board of Education Meeting
August 19, 2021
Schrup Family Board Room**

Board Members Present: John Meinert, Kelley Schiesl, Brian Kane, Dan Walsh, Sharon Wulfekuhle-Hefel, Fr. Phil Gibbs, Scott Leibfried, Fr. Jim Goerend, Diane Rambousek

Board Members Absent: Todd Link

Staff Present: Phil Bormann and Bob Noel

Meeting began with prayer at 5:32 p.m.

The board welcomed new members, John Meinert, representing St. Joseph Key West, and Fr. Jim Goerend, Pastoral Coordinator and pastor at St. Joseph the Worker.

Approval of Minutes

Minutes from the June 15, 2021 Board of Education meeting were included in the packet for review.

- **Dan Walsh moved to approve the June 15, 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.

- **Scott Leibfried moved to accept the committee minutes and reports as presented. Kelley Schiesl seconded. The motion carried.**

Chief Administrator Report

The 2021-2022 theme for the year is: Called Together. Fr. Martin Coolidge and Fr. Andy Upah will minister to all Central Campus students and will be providing weekly Mass for all levels. Sr. Kay Gaul will work as an associate alongside Katie Jones to assist with Campus Ministry at Mazzuchelli and Wahlert this year. Callie Owens, Andrea Kirby and Benjy Miller will lead faith formation at Mazzuchelli. Adoration will be held on Tuesdays from 7:30 a.m. - 2:30 p.m. at Wahlert. All are welcome!

Holy Family budget for 1,505 students and enrollment is currently above budget with 1,564 students enrolled for 2021-2022.

Rebecca Mueller, Director of Enrollment, will now utilize SchoolAdmin, which is a software designed to improve our system for bringing in new students.

Holy Family will utilize ParentSquare as a system-wide app that will assist in keeping families connected and updated. All email blasts and newsletters will be shared through this app. The goal is for all teachers and coaches to utilize this app for communications.

Holy Family will be visiting the idea of a centralized kitchen during the upcoming Facilities Committee meeting.

The pay structure for early childhood staff has been changed by eliminating benefit dollars and increasing pay. The hope is that the increased hourly rate will help attract new candidates and retain current employees.

Phil Bormann distributed results from the Student and Parent Satisfaction Surveys that were completed toward the end of last school year. Data will also be shared on the Holy Family website.

The board packet has been formatted to help streamline the information shared with the board. School principals will share 4-5 bullets of what is happening at their sites monthly. A representative from each department will take turns joining the board meeting to share goals and progress in-person. Minutes from the board and committee meetings will continue to be shared monthly.

Brain Kane requested that lay members of the board report back to their parishes to update them on what is happening at the board level every couple of months.

Our Lady of Guadalupe Update

The Our Lady of Guadalupe elementary school at the central campus is getting its final touches. The PA system is being installed this week. Decals are going up and the trophy case will be installed at Mazzuchelli. Phil invited board members to the ribbon cutting on September 14 at 4:30 p.m.

Resurrection Update

Fr. Phil Gibbs shared that things are going well and on-schedule with the Resurrection build. The capital campaign is currently focused on reaching out to friends of Resurrection. Although short of the goal, the campaign is progressing.

St. Columbkille Update

St. Columbkille Parish is working with Holy Family to determine the scope of the necessary renovation that will take place at their site in the coming years. St. Columbkille is in the process of writing a letter back to Holy Family in response on how to keep the project moving forward.

COVID-19 Plan Update

The COVID-19 Mitigation and Prevention Plan was included in the packet and was shared out to families. The plan is guided by the Archdiocese and the state of Iowa. Notable changes include the option to wear masks and the option to quarantine for close contacts; however, Holy Family strongly encourages wearing masks and getting vaccinated. COVID-19 cases will be monitored closely and an online dashboard on the Holy Family website will continue to be updated.

Holy Family will continue to monitor community and school data and will adjust measures as needed. A COVID-19 update will be included on the monthly agenda going forward.

Holy Ghost Update

Phil Bormann has been working with Fr. Garner at Holy Spirit Parish to secure a grant for childcare expansion in an amount up to \$750,000. If received, the grant will be used to update unused rooms at Holy Ghost Early Childhood with plumbing and electrical and to update the playground.

Request for Release

A request for release of contract for Rebecca Zillig, first grade teacher at Our Lady of Guadalupe, was shared with the board for approval.

- **Sharon Wulfekuhle-Hefel moved to approve the release of contract for Rebecca Zillig. Fr. Phil Gibbs seconded. The motion carried.**

Candidate Recommendation

A recommendation for the hiring of Kerry Shelke, who will replace Rebecca Zillig as first grade teacher at Our Lady of Guadalupe, was shared for approval.

- **Dan Walsh moved to approve the hiring of Kerry Shelke as presented. Diane Rambousek seconded. The motion carried.**

Verification of Email Votes

- **Kelley Schiesl moved to verify the email votes for teacher candidates and requests for release that occurred since the last meeting. John Meinert seconded. The motion carried.**

Verification of email votes will be approved as part of the consent agenda going forward instead of having a separate agenda item.

Meeting adjourned at 6:24 p.m.