

**Board of Education Meeting
October 21, 2021
Schrup Family Board Room**

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

Board Members Absent: Fr. Phil Gibbs

Staff Present: Bonnie Sigwarth and Phil Bormann

Meeting began with prayer at 5:30 p.m.

Approval of Minutes

Minutes from the September 16, 2021 Board of Education meeting were included in the packet for review.

- **Sharon Wulfekuhle-Hefel moved to approve the September 16, 2021 meeting minutes as presented. John Meinert 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. Dan Walsh seconded. The motion carried.**

Chief Administrator Report

The Religion and Mission Committee met and had a great discussion regarding a free offer from Challenge to Change and its impact on brain health, social-emotional learning, and spiritual formation. Using the recently created Catholic lens, they decided against taking the offer as they were concerned about yoga and its unintended consequences to faith formation.

The Campus Ministry department is also working to provide faith formation to teachers and staff. Katie Jones will be reaching out to pastors to assist in this process.

Holy Family is working with parent focus groups to learn more about their interests and hopes for the future. Rebecca Mueller, Director of Enrollment, has been internalizing their feedback and is actively working to enhance recruitment and retention, after-school programming, and summer camps.

There is a lot of work underway in the Wahlert counseling office to provide new and improved opportunities for students including improved courses, career and tech-education pathways, ACT prep, and life prep.

Each department director has been working on their goals and the first of four accountability meetings took place on Tuesday, October 19. Their goals allow them to look into the future of our system and actively work toward excellence within their teams.

Like many businesses, Holy Family is seeing impacts on the recruitment and retention of non-certified staff, especially in the early childhood, food service and maintenance departments. There is a concerted effort to look at the non-certified pay rate and benefits in time for next school year, or perhaps sooner.

COVID-19 Update

There was an uptick in COVID-19 cases in the sixth grade class, but numbers are down as of now. There has been no change in terms of guidance from the Archdiocese.

Facilities Update

Centralized Kitchen: Jeff Rusch, Director of Building and Grounds, and Marie Miller, Director of Food Service, are working to get initial bids related to a potential centralized kitchen project.

Resurrection School: The Resurrection building project is going great and is on schedule with a completion goal set for mid-June 2022.

St. Columbkille School: A letter from Fr. David Schatz, Fr. Tom McDermott, and the St. Columbkille Pastoral Council was shared with board members. The letter requested a joint task force between St. Columbkille and Holy Family to establish the process for assessment, the potential options and timeline for decisions, the determination of shared costs, and any additional information needed to move forward with the St. Columbkille School and Early Childhood renovation project. The next step is to look at hiring a firm to get concepts down on paper with an estimated cost of \$40,000. The cost would be split 50/50 between St. Columbkille Parish and Holy Family; however, St. Columbkille Parish will have the final say in who does the work.

- **Todd Link moved to approve the expenditure of up to \$20,000 to be paid by Holy Family towards a \$40,000 expenditure in connection with the joint task force to determine the scope of the renovation and improvements at St. Columbkille School. Dan Walsh seconded. The motion carried.**

Holy Ghost Early Childhood: The Holy Ghost project is under way and bids have been accepted. Jeff Rusch will serve as the general contractor for the project. Due to grant requirements, the project must be completed by February 28, 2022.

Finance Update

Bonnie Sigwarth, Director of Finance, presented the preliminary audit report dated June 30, 2021 provided by Honkamp Krueger & Co. P.C.

Bonnie noted that this year's audit looks different. Single year statements were provided to comply with government auditing standards due to an additional audit that was required when federal expenditures exceeded \$750,000. The majority of the funding was related to the school lunch program, which provided free meals for all K-12 students during the 2020-2021 school year. This program will continue in the 2021-2022 school year. Bonnie commended Marie

Miller, Food Service Director, for providing all information needed for the additional audit to go smoothly.

Items from the balance sheet, income statement and cash flow statement were highlighted. As in previous years, it was recommended that Holy Family review the fair value of investments with the Archdiocese, whether quarterly or annually, to make sure balances are consistent. The Finance Committee requested a reclassification of the expenditures related to the central campus project, which was adjusted. Bonnie noted that she is waiting on feedback from Honkamp as to why they consider investments located at the Archdiocesan Deposit and Loan to be cash. Overall, Holy Family received a clean, unqualified audit opinion with no exceptions. The board applauded Bonnie for all of her hard work!

- **Dan Walsh moved to approve the audit report subject to the response from Honkamp Krueger regarding the investment question. Diane Rambousek seconded. The motion carried.**

Gift to Holy Family

A \$10 million gift that was given to Holy Family needed official board acceptance.

- **Scott Leibfried moved to accept the \$10 million gift of which \$6 million is permanently endowed and all of it subject to the restrictions of the donor. Kelley Schiesl seconded. The motion carried.**

Platform for Excellence Update

Phil Bormann updated the board on the Platform for Excellence campaign, which has now raised \$24,500,000. The goal is to raise \$25 million by 2025.

Archdiocesan Policy Review

Board members reviewed the 7000 - 9000 series of the Archdiocesan policies, summaries of which were included in the packet. Archdiocesan policies supersede any policy the board would make, and anything passed by the board would need to fit within these policies.

Meeting adjourned at 6:16 p.m.