

**Board of Education Meeting
September 15, 2022
Resurrection School**

Board Members Present: Dan Walsh, Fr. Dennis Quint, Sharon Wulfekuhle-Hefel, Diane Rambousek, Fr. Phil Gibbs, Kelley Schiesl, Isabelle Pattarozzi, Cole Cluchey, and Brian Kane (via telephone)

Staff Present: Phil Bormann and Jeff Rusch

Meeting began with prayer at 5:34 p.m.

The board welcomed a new member, Cole Cluchey. Cole will be serving as a representative for the Church of Nativity.

Sr. Catherine Stewart, stopped in to introduce herself as well. She is the new principal at St. Columbkille. Sr. Catherine is a Springfield, IL Dominican and Holy Family is happy to have her onboard.

Approval of Minutes

Minutes from the August 18, 2022 Board of Education meeting were included in the packet for review.

- **Sharon Wulfekuhle-Hefel moved to approve the August 18, 2022 meeting minutes as presented. Diane Rambousek seconded. The motion carried.**

Consent Agenda Items

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

- **Fr. Dennis Quint moved to accept the committee minutes and reports as presented. Kelley Schiesl seconded. The motion carried.**

Chief Administrator Report

Holy Family will be working with Religion and Mission to review and adopt a new religion curriculum for K-8. Wahlert Catholic is exploring the possibility of adding philosophy as a requirement for senior religion. Xavier has seen success in their philosophy class and we will be reaching out to them to learn more about their philosophy class and the impact it has had on their community.

Enrollment for 2022-2023 currently stands at 1584 for K-12. This is an increase of one percent (17 students) compared to certified enrollment last year. There has been an increase of 9 percent in enrollment of non-white students from last year (190 students from 174). This speaks volumes to the increased focus on engaging diverse students at Holy Family.

Seventy students received the Butler's Scholarship for 2022-2023. This scholarship allows Holy Family to assist families from across various backgrounds, circumstances, and socioeconomic

levels to help achieve Catholic education. Of those, 16 were new to Holy Family and 90 percent were below the 400 percent poverty level.

There has been a positive response thus far regarding the Brain Health Room, and it has been a welcoming space for students. Wahlert will also be bringing in a therapy dog on Thursday afternoons for a couple of hours in the Brain Health Room and counselor's office.

All elementary sites are currently working to purchase and implement a new K-3 social studies curriculum. The computer science plan for the system has been written and is being implemented in phases across all sites.

Leader in Me training for all faculty will continue on October 7th.

Holy Family will have four activity buses, one of which is ADA compliant. These 14-passenger buses will primarily be used for early childcare as they can not run routes. Bob Noel has done a fantastic job in working with our vendors on these.

There will be a Legacy Planning session held on Wednesday, September 28th from 6-7 p.m. The Financial Planning - Building Wealth and Leaving a Legacy will be by Keith Habel, CPA '97.

Holy Family will be using Engage360 as an engagement strategy to ensure that all voices are heard in the system and we can continually improve our work environment. The system allows Phil and the principals to survey staff, teachers, and teacher associates to get feedback to help with retention which is highly important due to the teacher shortage.

A "Quiet Report" has been created for all school sites. A QR code will be placed on flyers around the schools, as well as a link for the elementary schools on their homepage. This will give all students easy access to the Quiet Report. The Quiet Report allows students to report any incidents they feel necessary. The QR code and link associated goes directly to a form for students to fill out. The form allows students to report the incident and has the option for them to remain anonymous or give their name and contact information if they choose to.

Amendments to the Consolidation Agreement and HFCS Bylaws

The amended Consolidation Agreement was included in the packet for review. The amended HFCS Bylaws were presented for review as well.

The amendments included adding a separate representative for St. Joseph the Worker and the Church of the Nativity. The terms were carried forward. The amendment to the HFCS Bylaws also recognizes that a parent/guardian of a student, parishioner, or employee of HFCS may also submit proposals to be included on the agenda for board meetings.

The corporate parishes were thanked for their patience with the Consolidation Agreement.

- **Diane Rambousek moved to accept the amendments to the Consolidation Agreement and HFCS Bylaws as presented. Brian Kane seconded. The motion carried.**

Holy Days of Obligation

Phil shared that it had been proposed that on Holy Days of Obligation, in an effort to encourage families to attend mass together at their local parish, all-school masses would not be celebrated and practices would end at 5 p.m. Phil Bormann and Kelley Schiesl shared that this was brought to the Student Services Committee for discussion. There were some hesitations and concerns with this proposal and alternative options were also presented. The proposal will go to the Religion and Mission Committee for discussion. The board will discuss the proposal at a later date.

Emergency Preparedness and Response Plan

An updated section of the Policy and Procedure Handbook regarding the emergency preparedness and response plan was included in the packet for review and approval.

The improved section is more in-depth to the procedures, including violent intruder training, lockdown procedures and drills, reporting suspicious behavior, and fire and tornado training. Phil expressed that we wanted parents/guardians to know that we work with the Dubuque Police and Fire Department and have emergency kits for each site, we want them to know that we have plans set in place for the safety of our students.

- **Fr. Phil Gibbs moved to accept the changes to the Emergency Preparedness and Response Plan section in the Policy and Procedure Handbook. Sharon Wulfekuhle-Hefel seconded. The motion carried.**

Committee Representation

The board discussed the committee representation. Each board member is encouraged to serve on at least one of the committees. Isabelle Pattarozzi requested a description of each committee for the new board members. A description of each committee will be put together and sent to new board members.

Facilities Update

Jeff Rusch, Director of Building and Grounds, was present to share an update on the facilities for each Holy Family site.

Holy Family Central Campus

The batting cages are being finished up per request of the softball team. The next step will be transitioning into freshening up their softball field to give them a better look. With the timeline of their season, there is a sense of urgency on this project beginning next week.

Jeff shared an update on the centralized kitchen that has been continually discussed. Jane Tebbe and Christin Smith are working internally. The challenge to the central kitchen will be storage space, however, space will be given up in other areas to accommodate.

St. Columbkille

A design has been created for St. Columbkille that is liked. Jeff is working with Conlon Construction on further details and to see what is going to cost. The relocation was also discussed. With the change in the scale of the project, to keep students safe and for the renovation to go smoothly, the students will need to relocate off-campus. The relocation options are continuing to be worked through.

Holy Ghost Early Childhood

Renovation at Holy Ghost Early Childhood is nearly complete. The Ribbon-Cutting Ceremony and Open House will take place on Sunday, September 18th. The building cost was \$1.9 million which was mostly covered through grants. DHS will be coming in next week to inspect Phase II. Once Phase II is approved, it will be opened and new families will be welcomed. Since renovation began, Anita Valentine, Director of Early Childhood, has seen an increase in interest from families for Holy Ghost.

Holy Ghost is also determining the possibility of an elevator. Discussion continues on which elevator will be a good option and determining the cost.

St. Joseph the Worker Early Childhood

St. Joseph the Worker has secured \$950,000 in grants. The renovation will present a bigger challenge due to the complexity of the building. There is a good set of contractors that know what they are doing and are being methodical in their plans. The plan is to begin renovation in mid-October. The relocation plan is still being worked through to develop the best non-disruptive plan for the kids.

Resurrection

Returning students and staff from St. Anthony's was successful. Teachers packed up their contents and what they needed to be transported. Three A1 storage containers were utilized until the green light was given to move into the new building. The goal was to get them in by July 13th and on July 15th, it was 90 percent complete with the move to get teachers in. Overall, the transition went smoothly. There are a few minor details being ironed out, but no major disruptions occurred to the new build.

St. Anthony's School

There was quite a bit of work to be done at St. Anthony's after moving out. Everything was either purged or donated. Every room was cleaned and left spotless. A broken water line occurred in May and a leaking roof. Holy Family paid for these repairs and appreciates St. Anthony's for letting them use their site.

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Jeff Rusch shared that staffing was in good shape, turnover was minimal. Jeff worked with Phil and Mary Sulentic to increase pay and benefits to retain staff.

The board thanked Jeff for his time and commitment to each site and for the work he does for Holy Family.

Next Meeting

The October Board meeting will be held at Holy Ghost on Thursday, Oct. 20, 2022.

Meeting adjourned at 6:31 p.m., and was followed by a tour of Resurrection.