

Board of Education Meeting
October 20, 2022
Holy Ghost

Board Members Present: Dan Walsh, Brian Kane, Fr. Dennis Quint, Sharon Wulfekuhle-Hefel, Fr. Phil Gibbs, Kelley Schiesl, Isabelle Pattarozzi, Cole Cluchey, and Scott Leibfried

Board Members Absent: Diane Rambousek and Kevin Mullen

Staff Present: Phil Bormann and Bonnie Sigwarth

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

Approval of Minutes

Minutes from the September 15, 2022 Board of Education meeting were included in the packet for review.

- **Fr. Phil Gibbs moved to approve the September 15, 2022 meeting minutes as presented. Sharon Wulfekuhle-Hefel seconded. The motion carried.**

Consent Agenda Items

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

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

Chief Administrator Report

Phil Bormann shared that the little Eek!-gles Trick-or-Treat event went far better than expected. It was a safe, inviting environment for parents to bring their children and to get families into the building. Katie Lenert and Kate Dean helped put it together and mentor groups decorated classroom doors.

Kate Burke led a Leading Our Family with Love night in the Mazzuchelli commons area. The event was connected to the 7 Habits of Success and families created their own family mission statement.

Enrollment was certified at 1581, a 14-student increase from last year. To help continue enrollment, plans are underway for out-of-system visits from Wahlert to Seton, St. Joseph's Sinsinawa, and Holy Ghost-Immaculate Conception. The enrollment office is currently working on revamping its enrollment procedures and transfer policies prior to the 2023-2024 early bird enrollment opening in December.

The district assessments this fall will include FASTBridge testing, PreACT, ACT, and PSAT. Wahlert had ACT testing on campus this week, with juniors, seniors and some sophomores taking part in the testing.

All PK-12 leaders, teachers, and associates are now trained in the 7 Habits of Success. Each site is spending this year creating their plan on how they will be intentionally teaching and supporting students with these habits.

A social studies curriculum that was chosen in classrooms across the system is being piloted. The religion curriculum options will be presented to the Religion and Mission Committee in November. By the end of this year, all core subjects will be uplifted and new. Phil tributes that to Lisa Krapfl and all the work she does with our curriculums.

Holy Family has enacted the Engage360 surveying tool. Good data is coming in already of how to continue to improve the workplace environment.

Phil gave the board a heads up that Cathy Walz from the Archdiocese will come in for a board training, most likely sometime in November. The board training will review the overarching purpose of the board and Cathy will educate the board on the nature of their role as a board member.

Brain Health Room

Fr. Phil Gibbs brought up concerns with the Brain Health Room at Wahlert Catholic High School and whether students were abusing its purpose. Phil expressed that yes, there are students that do abuse the purpose of the room, however, there are also a lot of positives coming from the room. Students feel that they have a comforting environment to go to when they need a break. The students are checked into the room and are given a time limit of about ten minutes, although, if student's need more time, it is given to them. Students are monitored and attended to when they come into the room.

Concerns about anonymity were also expressed regarding checking students into the room. Phil shared that the data collected is an overall number of how many students utilize the room, and how they feel when they enter versus when they leave the room. All students are anonymized in the data collection.

Phil also highlighted that along with the Brain Health Room, the Quiet Report has been a safe space for students to share/report things they normally wouldn't otherwise.

Facilities Update

Phil informed the board that he spoke with Ernie from the Transportation of Dubuque regarding the possibility of consolidating more buses due to driving shortages and routes that may be closed.

St. Columbkille continues to move forward with their plans for the building. No new update regarding the relocation plan was discussed as Phil would like to talk to the parish council first and then hear from parents to plan accordingly. Phil also shared that they are being mindful of families with multiple children when considering the relocation plan.

The central kitchen continues to be worked through. Holy Family is in the final stage, and beginning to look at bids for the cost. The plans have been lined up well so that the majority can be funded through cafeteria funds.

Holy Ghost is about 90 percent complete right now. An assessment will take place for the LULA elevator option. The LULA elevator is a limited use elevator, but would be handicap accessible.

Committee Representation

At the last board meeting, committee members reviewed the committee representation and new board members were encouraged to represent at least one committee. All board members are represented on at least one committee for this school year. Dan Walsh noted that any feedback that board members can provide to their committee and to the board as well is helpful.

Finance Update

Bonnie Sigwarth, Director of Finance, gave a brief overview of the preliminary audit report dated June 30, 2022 provided by Honkamp Krueger & Co. P.C.

The additional single audit was required again this year due to federal funding expenditures exceeding \$750,000. The majority of the funding for the 2021-2022 school year was from Early Childhood grants and from the school lunch program.

Items from the balance sheet, income statement and cash flow statement were highlighted. It was recommended that Holy Family review the fair value investments with the Archdiocese to make sure balances are consistent.

Deficiencies were identified in segregation of duties, independent review of valuation of investments, and review of underwater endowments. However, no misstatements were noted and there were no deficiencies in the single audit.

Fr. Dennis Quint questioned the specifics of the internal control deficiency. Phil stated that there are checks and balances where there can be. Dan Walsh stated that with the Holy Family budget, it is remarkable to have no adjusting entries and thanked Fr. Quint for his suggestions regarding controls.

Phil highlighted all the great work that Bonnie has done with finances for Holy Family and making sure Holy Family is following procedures correctly. The board thanked Bonnie for her work on the audit and all she does for Holy Family.

- **Scott Leibfried moved to approve the audit report. Sharon Wulfekuhle-Hefel seconded. The motion carried.**

Archdiocesan Policy Review

Summaries of the 1000 - 3000 series of the Archdiocesan policies were included in the packet for review. The board members reviewed these policies as Archdiocesan policies supersede any policy the board would make, and anything passed by the board would need to fit within these policies.

- **Brian Kane motioned to approve series 1000 - 3000 of the Archdiocesan policies. Isabelle Pattarozzi seconded. The motion carried.**

Meeting adjourned at 6:13 p.m. and was followed by a tour of Holy Ghost.