

**Board of Education Meeting  
December 15, 2022  
Schrup Family Board Room**

**Board Members Present:** Dan Walsh, Brian Kane, Fr. Dennis Quint, Diane Rambousek, Fr. Phil Gibbs, Sharon Wulfekuhle-Hefel, Kelley Schiesl, Scott Leibfried, Isabelle Pattarozzi, Aaron Burke, and Kevin Mullen

**Board Members Absent:** Cole Cluchey

**Staff Present:** Phil Bormann and Mary Sulentic

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

**Approval of Minutes**

Minutes from the November 17, 2022 Board of Education meeting were included in the packet for review.

- **Brian Kane moved to approve the November 17, 2022 meeting minutes as presented. Sharon Wulfekuhle-Hefel seconded. The motion carried.**

**Consent Agenda**

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

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

**Chief Administrator Report**

Catholic Schools Week will be the week of January 29th, 2023. Holy Family is working with contributing parishes to make plans for Mass servers and speakers to promote Catholic Education.

The Religion and Mission Committee has added the goal of deliberately integrating our Catholic faith into successful social events.

Central Campus will be moving to individual masses for Our Lady of Guadalupe, Mazzuchelli Catholic Middle School, and Wahlert Catholic High School. There will be an all-site Mass once a month.

The 2023-2024 Early bird enrollment for kindergarten and early childhood opened on December 5th for current families. Recruitment and Open House dates have been scheduled for the spring semester. On January 12th, there will be a 5th grade Activity Night and parent meeting at Mazzuchelli. Kindergarten visit nights will be on February 7th for St. Columbkille and Our Lady of Guadalupe and on February 9th at Resurrection.

Ann Lebo, the Director for Education in Iowa, will be visiting Our Lady of Guadalupe and Wahlert Catholic to learn more about the innovations of Spanish Immersion and our new J-term opportunity.

School Success coaches from Summit Learning visited Mazzuchelli and Wahlert for two full days. Professional Development on February 3, 2023 will be focused on feedback from this visit.

The current focus for academics is on the completion of the social studies curriculum review/selection and the formation of a Religion Curriculum Committee to review new series for adoption.

In regards to athletics, Phil Bormann informed the board about discussions with the Archdiocese in relation to the Iowa High School Athletic Association's decision on whether free and reduced will be taken into consideration in determining football class. Phil opened the discussion up to feedback from the board. Board members asked questions and provided their feedback. Based on the feedback received from the board, Phil will be in touch with Cathly Walz, Superintendent of Catholic Schools, to see what Holy Family's options are before the vote takes place.

### **Facilities Update**

The Facilities Committee has approved the necessary replacement of the water main on Central Campus. We are working on alternative bids, with the plan of it being a summer project.

St. Joseph the Worker is getting their rooms sprinkled and HVAC roughed into the rooms.

The St. Columbkille renovation will be pushed back to the 2024-2025 school-year, a newsletter will be sent to community members to communicate this. The boiler at St. Columbkille is currently being worked on as well.

### **Human Resources Update**

Phil Bormann shared that we were blessed to have solid candidates for the Resurrection Elementary Principal position, with the hope of having the position filled by the end of the year.

Resurrection Elementary had a teacher resign mid-year and the position is in the process of being filled.

Deb Studelska, Wahlert's Administrative Assistant, announced her retirement. Phil expressed gratitude for Deb's work the past 25 years. Her position has been filled internally.

The Music position at St. Columbkille was reposted. Currently, Patti Steines has been teaching Music for both Resurrection and St. Columbkille.

Mary Sulentic, Human Resource Coordinator, was present to share an update on human resource-related topics. Since last year, there have been changes to salaries and compensation. Holy Family no longer has benefit dollars; those have been rolled into teacher salaries, as well as hourly and salary paid employees. Holy Family now offers 401k and health insurance.

Compared to Dubuque Community School District, Holy Family's starting salary is higher. The average salary/compensation package for Holy Family is also highest in the Archdiocese of

Dubuque. Mary also shared that only 16 percent of the school districts were fully staffed at the beginning of this school year, and Holy Family was one of them that was fully staffed. These changes in salaries/compensation, allow for Holy Family to be a viable option for teachers. Mary thanked the board for their work and help on getting salaries/compensation to where it is now.

Tessa Petsche took over the Student Information position and is helping Mary part-time with human resources and recruiting. Mary shared some of their goals for the year:

- Consistent streamline onboarding process
- Creating a feasible stay and exit interview strategy
- Coordinating a recruitment strategy with Early Childhood
- Training Tessa to be backup for payroll

Dan Walsh commended Holy Family for being one of the few to be fully staffed at the beginning of the school-year. The board thanked Mary for her work in HR that helps the system be competitive for quality teachers and staff.

### **2023-2024 Tuition Rate Approval**

Proposed tuition rates for the 2023-2024 school-year were included in the packet for review. These proposed rates were approved by the Finance Committee at their last meeting. The goal of the tuition increase is to gradually increase the level of which tuition covers the cost to educate. The proposed tuition rates included a 8.38 percent increase at the elementary level, a 6.28 increase for Mazzuchelli Catholic Middle School, and a 3.03 percent increase for Wahlert Catholic High School. These increases will result in a percentage of tuition to cost to educate of 55 percent (Elementary), 58 percent (Mazuchelli), and 71 percent (Wahlert). This change will be communicated with families.

- **Brian Kane moved to approve the 2023-2024 tuition rates as presented. Kelley Schiesl seconded. The motion carried.**

### **2023-2024 Preschool, Pre-K, and Pre-K Plus Rate Approval**

Proposed 2023-2024 Preschool, Pre-K, and Pre-K Plus rates were included in the packet for review. These rates were also approved by the Finance Committee at their last meeting. The proposed rates included a 5 percent increase for Preschool, Pre-K, and Pre-K plus.

- **Fr. Dennis Quint moved to approve the 2023-2024 Preschool, Pre-K, and Pre-K Plus rates as presented. Diane Rambousek seconded. The motion carried.**

### **2023-2024 School Calendar**

A draft of the 2023-2024 school calendar was presented to the board. Phil shared that the biggest change compared to Dubuque Community School District's was the January 16th Professional Development day was moved to April 12th so there isn't as big of a gap between Professional Development days.

- **Brian Kane moved to approve the 2023-2024 school calendar as presented. Scott Leibfried seconded. The motion carried.**

### **J-Term Service Trip to Costa Rica**

Diane Rambousek shared that there are about 20 students signed up for the service trip to Costa Rica during J-term. They are currently looking for donations to help cover bussing for the students. Donations can be made through the Wahlert office or the Holy Family office for the J-term trip.

Meeting adjourned at 6:39 p.m.