

**Board of Education Meeting**  
**June 26, 2023**  
**Schrup Family Board Room**

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

**Board Members Absent:** Diane Rambousek and Kevin Mullen

**Guest Present:** Deacon Greg Lambert

**Staff Present:** Phil Bormann and Bob Noel

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

**Advancement Update**

Bob Noel, Director of Institutional Advancement, was present to share an overview of the annual fundraising plan for the student impact fund and alumni constituent engagement strategy that his office has been working on.

Some highlights from advancement over the last year include: new donors, community builders, new scoreboards, rebranding of the softball dugouts, and a performing arts trailer. The Circle of Celebration was also a big success this year. Bob expressed gratitude for his team's work and their success with the scholarships and grants through this year as well.

Planning for community events continues for the next school year. The Homecoming Tailgate event will be on September 22, 2023 at Nativity again this year. The annual Circle of Celebration will be held on April 13, 2024 at Holy Family Catholic Schools and will take place in the Wahlert gymnasium going forward. An adult only trivia night will also occur in December.

Some of the struggles that advancement currently faces include planning for Circle of Celebration as it will be on site next year, and educating people on the impact of ESAs and the need for continuing advancement.

Looking towards the future, Bob would like to put an emphasis on how to engage more younger alumni. Bob also plans to continue researching Venmo and seeing how it could potentially be used for events. With Platform being wrapped up in two years and ESAs rolling by then, Bob will continue researching how to move forward and what will be best for the system in terms of fundraising and endowments.

Bob also shared that they relaunched the legacy society last year. Fr. Dennis Quint recommended looking into what other events people are looking for to continue to identify the legacy society for it to live on forever. Bob would like to have a presence at Masses to speak about the legacy society.

Fr. Phil Gibbs suggested visiting alumni to establish further connections. Brian Kane complimented Bob and the rest of the advancement office on their work and continuing to

advance relationships with alumni and building relationships with new families in the area. Dan Walsh thanked Bob and his team for the remarkable work they have done.

### **Approval of Minutes**

Minutes from the May 18, 2023 School Board meeting were included in the packet for review.

- **Fr. Dennis Quint moved to approve the May 18, 2023 meeting minutes as presented. Sharon Wulfekuhl-Hefel seconded. The motion carried.**

### **Consent Agenda**

Committee minutes were included in the packet for review.

- **Brian Kane moved to accept the committee minutes as presented. Cole Cluchey seconded. The motion carried.**

### **Chief Administrator Report**

Phil Bormann shared that the theme for next year will be *Communion of Saints*. The theme was created as a result of the faculty and staff survey that Ruth Carlson had sent out. She will be working with staff members that are interested in helping to create staff faith formation.

Resurrection will be working closely with the parish on implementing Catechesis of the Good Shepherd for the upcoming school year.

Current K-12 enrollment for 2023-2024 has increased 3 percent over the certified enrollment last year. The enrollment and tuition offices have been calling current and prospective families to remind and assist them in completing their ESA application by June 30. Holy Family anticipates that enrollment will rise again in mid-July once administration is allowed to view ESA applications and reach out to those who may be approved but have not contracted our schools to discuss enrollment.

End of year PD was focused on wrapping up the year and scoring student writing in teams. Specialist teams convened to revisit competencies and solidify what mastery looks like in each area. The new teachers and all math teachers and principals will attend Summit training in Chicago from July 10th-14th. The focus of this year's training is fine-tuning instructional practices and using data for continuous improvement. Principals and new teacher mentors spent a morning working together to establish a cohesive partnership to support their new teachers in 23-24.

The School Board met on Saturday, June 17 for long-term planning and discussed the future plans for Holy Family Catholic Schools.

The watermain project is underway and will be wrapped up in time for students in the fall.

Phil shared the recent certified hires since the last board meeting. Phil shared that Ayla Murphy will be returning as the Orchestra Instructor at Mazzuchelli Catholic next year as well.

## **St. Columbkille Renovation Recommendation**

At the board planning session on June 17, 2023, the board considered future enrollment and facility capacities and options for how to move forward with space. From the planning session, the board discussed moving forward with recommending St. Columbkille to continue a comprehensive renovation of their current school site for a three-section elementary school.

Fr. Phil Gibbs expressed his concerns with the recommendation for a third section at St. Columbkille as it can be a burden on the parish personnel and the parish financially, and Holy Family should be mindful of that. In terms of Resurrection, it has always been a two-section school and Fr. Phil stated that is what is needed for their parish, and an additional section at the site should be primarily paid for by Holy Family. He shared other concerns including the issue with traffic flow/parking as the location is landlocked, how Holy Family plans to fund this project, no professional feasibility study being done, and how it has been communicated with the parish for fundraising.

Brian Kane stated that these issues were part of the discussion at the planning session and St. Columbkille is meeting the conditions to move forward. Isabelle Pattarozzi shared that Fr. Tom McDermott and Fr. David Schatz have been working with their parish council and they are both excited about the possibility of a three-section school. Scott Leibfried indicated the need for a third section with the future numbers of student demand. Dan Walsh expressed that we need to keep moving forward and stand behind the parish as Fr. Tom and Fr. Dave are in support of and embracing the idea.

Phil Bormann emphasized that we don't want to lose sight of our mission and helping kids reach heaven and there's no better way to form families in the faith and continue to make it a whole community, not just about the separate parishes or Holy Family.

Regarding funding the project, Dan Walsh noted that from Platform for Excellence, there is \$2 million earmarked for a St. Columbkille renovation, but another capital campaign of some sort will need to occur to help fund the project.

- **Brian Kane moved to recommend St. Columbkille to continue a comprehensive renovation of their current school site for a three-section elementary school. Scott Leibfried seconded. Fr. Phil Gibbs abstained. The motion carried.**

## **Verification of Email Votes for Contract Releases**

- **Kelley Schiesl moved to verify the email votes for the contract release requests from Kathy Feltes and Rick Hefel, pending finding a suitable replacement. Isabelle Pattarozzi seconded. The motion carried.**

## **Verification of Email Votes for Teacher and Principal Candidates**

- **Brian Kane moved to verify the email votes for the hiring of Meredith Willman, Kat Nietzel, Kelsea Bellows, and Connie Nessian. Cole Cluchey seconded. The motion carried.**

### **Approval of FTEs for 2023-2024**

A list of FTEs was included in the packet for the board. Each year, all FTEs for the upcoming school year will need to be presented and approved by the School Board in accordance with Archdiocesan procedures.

- **Kelley Schiesl moved to approve all FTEs as presented subject to the amendment of Kaylee Houlihan's FTE as she has resigned. Sharon Wulfekuhle-Hefel seconded. Aaron Burke abstained. The motion carried.**

### **2023-2024 Policy and Procedure Handbook**

A draft of the 2023-2024 Policy and Procedure Handbook was included in the packet for review and approval.

Sharon Wulfekuhle-Hefel expressed concerns regarding the phone policy as it states phones cannot be used without teacher/administrator permission, but many students are seen walking the halls with their phones.

Sharon suggested that in the absences/appointments section, it be included that students should avoid scheduling appointments during Mass or Reconciliation times. Sharon also recommended removing Chinese in the Seal of Biliteracy section as we no longer offer Chinese and suggested a grammatical correction to the Immunization section.

- **Sharon Wulfekuhle-Hefel moved to approve the 2023-2024 Policy and Procedure Handbook pending the suggested changes noted. Brian Kane seconded. The motion carried.**

### **Procurement Procedures**

At the last board meeting, the board discussed the procurement procedures and tabled it for the next meeting to allow for modifications regarding board feedback. The procurement procedures were revised and two versions were included in the packet for review and approval.

- **Scott Leibfried motioned to approve version two of the procurement procedures as presented. Aaron Burke seconded. The motion carried.**

### **2023-2024 Executive Committee**

The 2023-2024 Executive Committee was tabled until the next board meeting.

### **Departing Board Members**

The board thanked Brian Kane, Sharon Wulfekuhle-Hefel, Kelley Schiesl, and Aaron Burke for their service as members of the Holy Family School Board.

The meeting adjourned at 6:58 p.m.