

Board of Education Meeting
October 19, 2023
Schrup Family Board Room

Board Members Present: Dan Walsh, Kevin Mullen, Diane Oglesby, Fr. Phil Gibbs, Cole Cluchey, John Callahan, Kristi Lynch, Mike Dodds, Fr. Dennis Quint, Isabelle Pattarozzi, and Amy Henn

Board Members Absent: Scott Leibfried

Staff Present: Phil Bormann, Bonnie Sigwarth, and Rebecca Mueller

Meeting began with prayer at 5:30 p.m

The board welcomed new members, Kristi Lynch and Dr. John Callahan. Kristi Lynch will be representing St. Joseph the Worker and has two kids attending St. Columbkille. Dr. John Callahan has four kids in the system and is an at-large member of the board from Resurrection Parish.

Approval of Minutes

Minutes from September 21, 2023 were included for review.

- **Fr. Dennis Quint moved to approve the September 21, 2023 meeting minutes as presented. Isabelle Pattarozzi seconded. The motion carried.**

Consent Agenda Items

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

- **Cole Cluchey moved to accept committee minutes as presented. Diane Oglesby seconded. The motion carried.**

Chief Administrator Report

Phil Bormann shared that the Archdiocese welcomed the new Archbishop, Archbishop Zinkula, yesterday. Students at every level were educated about the meaning of this and the live stream was shared in the classrooms.

Faculty Faith Formation continued on the most recent PD day, with the continuation of the focus on the saints. 6th, 7th and 8th grade participated in NET retreats at Nativity. The Kairos retreat on November 30th through December 3rd is full with 35 students. 12th grade participated in a retreat in October focused on relationship, identity and mission. Wahlert students are required to complete 5 hours of service per semester and have been completing these on an ongoing basis.

Certified enrollment for 2023-2024 is 1,648, a four percent increase over certified enrollment last year. This is the second year in a row that enrollment has increased. The biggest increases were at the transitional years, Kindergarten increased 20 percent and 6th grade increased 14 percent.

Holy Family also welcomed 75 transfer students in grades 1-12. Of the transfer students, 63 percent received an ESA and 79 percent are Catholic parishioners.

Holy Family's Little "Eek"-gles Trick or Treat Event will be on Monday, October 30th from 5 to 7 p.m. Kindergarten enrollment for current families for the 2024-2025 school year will open on December 4th.

The Catechesis of the Good Shepherd programming is continuing to be worked through, with St. Columbkille starting up this fall and Resurrection beginning in January. School and Parish collaboration has been key for this to be fully realized.

October PD consisted of continued faith formation for teachers and sessions of ISASP data review and analyses. Artificial intelligence sessions were also provided at each campus. Lisa Krapfl is preparing to gather interested teachers to adopt a new math curriculum for grades K-3 for implementation in the 2024-2025 school year. Lisa is also working closely with Gradient Learning during leader coaching sessions and on campus visits, particularly in mathematics.

St. Columbkille is hosting community informational sessions on Sunday, October 22nd at 11:30 a.m., Monday, October 23rd at 6:30 p.m., and Thursday, October 26th at 1 p.m. in the St. Columbkille gymnasium. During this time, they will showcase what's to come with the new building with a digital walk through and provide tours of the current building.

A small team of coaches and administrators traveled to different locations to look at their track and field complexes to help develop a facility plan for the central campus.

St. Joseph the Worker Early Childhood Center is seeking a new Director and Assistant Director.

Phil shared that we are looking at an employee development reimbursement policy and incentives for substitutes so the learning continues in a teacher absence.

Finance Update

Bonnie Sigwarth, Director of Finance, presented a brief overview of the preliminary audit report dated June 30, 2023 provided by Honkamp, P.C.

The additional single audit was required again due to exceeding \$750,000 in federal funding expenditures. Bonnie highlighted items from the balance sheet, income statement, cash flow statement, and the notes to the financial statements.

Segregation of duties and independent review of valuation of investments were noted as deficiencies in the governance letter. However, it was a clean audit with no material misstatements noted. Dan Walsh stated that our finances aren't easy and gave credit to Bonnie for her remarkable work in managing and reporting to make it a clean audit.

The board thanked Bonnie for all the great work she does for Holy Family.

- **Kevin Mullen moved to approve the 2023 Audit as presented. Mike Dodds seconded. The motion carried.**

Transitional Kindergarten

Rebecca Muller, Director of Enrollment, presented a proposal to the board for programming of Transitional Kindergarten (TK) at Resurrection Elementary School.

TK is designed for children who may benefit from an additional year of instruction in a school-setting prior to kindergarten. It provides children with a developmentally-suitable curriculum that will help them thrive in kindergarten the following year. Children must be 5 years old by Sept. 15. A child can move to first grade if deemed appropriate (in rare instances). TK is considered kindergarten programming, so expectations regarding learning standards and assessments for kindergarten must be met, however the pace may be modified.

Historically, Holy Family has seen a number of families opt to repeat pre-K or kindergarten each year. With the demand for kindergarten increasing, repeats cause a bottleneck in the transition from early childhood to elementary. Families that live in Iowa can now use ESA funds to cover TK instead of paying \$4,000-6,000 out of pocket to repeat pre-K. This will allow Holy Family to adjust the number of pre-K rooms at Resurrection to better serve the kindergarten demand. Currently there are three pre-K rooms and two kindergarten rooms at Resurrection. Rebecca is proposing two pre-K and three kindergarten (2 kindergarten and 1 TK) rooms at Resurrection.

Rebecca shared historical data on pre-K and kindergarten repeats as well as estimated kindergarten enrollment for 2024-2025.

Fr. Phil Gibbs questioned if there would be any assurance that the classroom would fill with kids. Rebecca shared that historically there have been 10-15 repeats. Phil stated that the program could be based on a minimum number as well. John Callahan expressed that with the financial pressure alleviated for TK versus pre-K, more families may be interested.

The board asked about admission priorities for this program. Rebecca has spoken to other schools that have the TK program and it's ultimately the parent's choice of enrolling their child in TK, but the admission priorities would be the same as any other kindergartener. Rebecca is working on determining criteria for enrollment eligibility. The TK program would not be limited to Resurrection students, but will serve students system-wide that desire two years of kindergarten programming.

- **Kevin Mullen moved to approve a Transitional Kindergarten program housed at Resurrection Elementary School beginning the 2024-2025 school year, contingent upon having a minimum of ten students enrolled in the program. Diane Oglesby seconded. The motion carried.**

Archdiocesan Policy Review

Summaries of the 4000 - 6000 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.

The meeting adjourned at 6:30 p.m.