

**Holy Family Catholic Schools  
Board of Education  
Thursday, February 15, 2024 at 5:30 p.m.  
Schrup Family Board Room**

**Board Members Present:** Dan Walsh, Diane Oglesby, Kevin Mullen, Fr. Dennis Quint, Fr. Phil Gibbs, John Callahan, Isabelle Pattarozzi, Mike Dodds, Amy Henn, and Scott Leibfried

**Board Members Absent:** Cole Cluchey and Kristi Lynch

**Staff Present:** Phil Bormann (via Zoom)

Meeting began with prayer at 5:29 p.m.

**Approval of Minutes**

Minutes from January 18, 2024 were included for review.

- **Fr. Dennis Quint moved to approve the January 18, 2024 meeting minutes as presented. Kevin Mullen seconded. The motion carried.**

**Consent Agenda**

Committee minutes were included in the packet for review.

- **Fr. Phil Gibbs moved to accept the committee minutes as presented. John Callahan seconded. The motion carried.**

**Chief Administrator Report**

Phil Bormann shared that Catholic Schools Week was filled with activities and Masses took place at each site. The faculty faith formation continued at the February 2nd professional development day that focused on the Saints and the 7 habits.

Kindergarten enrollment is coming in, waitlists have been created at Our Lady of Guadalupe and Resurrection. Re-enrollment is now open to families to complete their annual PowerSchool forms to indicate their intent to return. New family enrollment for grades 1-12 opened on Monday, January 29, Holy Family received 13 applications from new student transfers.

Dan Walsh questioned how many students on a waitlist are an active parishioner or from an existing family. Phil shared that all active parishioners and those that are Catholic have been accepted, those on a waitlist right now are not Catholic. Phil expressed that we are not sure how many parishioners are not currently in our system that are interested and hoping to have a better idea of who those are then move onto those that are non-Catholic. Scott Leibfried questioned if we have defined an active parishioner. Phil shared that Rebecca Mueller is calling the parish offices to confirm membership and define if they are active or not. Diane Oglesby asked what the timeline for acceptance looks like. Phil stated that we

are looking at the end of February with the priority list to allow time for those that are Catholic and from a contributing parish to indicate their interest.

Catechesis of the Good Shepherd training will be coming to Dubuque this summer for any volunteers that would like to be trained. Preparations and training for the yearly ISASP assessments are taking place.

Orders have been made for safety upgrades at each campus. Some of these improvements include increased cross-communication with phones in every room, walkie talkies, and the RAVE panic app. The kickoff meeting for the Centralized Kitchen has taken place and work is happening to prepare for new construction.

Holy Family's search for a new Wahlert Catholic principal and vice principal is underway. Feedback has been collected from faculty and staff on attributes they are hopeful for in our new leaders, as well as recommendations for who should represent their voice on the hiring committee. Wahlert has seen a significant amount of retirements for the end of the school year.

Jobs have been posted and hiring has begun. Mary Sulentic, Tessa Petsche, and Lisa Krapfl will be attending job fairs for teachers at the University of Iowa and the University of Northern Iowa to increase our applicant pool.

#### **2024-2025 Early Childhood Rate Approval**

The early childhood rates for 2024-2025 were included in the packet for review and approval. The Finance committee approved the rates at their previous committee meeting. Dan Walsh explained that last year was the first year that we switched to a weekly flat rate which other day care providers have followed suit. Phil shared that a comparison was done with the new YMCA center and we are in the market. The infants will see a larger increase as we lose money at this age due to the smaller ratio.

- **Scott Leibfried moved to approve the 2024-2025 early childhood rates as presented. Mike Dodds seconded. The motion carried.**

#### **Contract Release Verification**

- **John Callahan moved to verify the email votes to release Nancy Leonard of her contract. Amy Henn seconded. The motion carried.**

#### **Candidate Approval Verification**

- **Fr. Dennis Quint moved to verify the email votes for the hiring of Rachel Schmitt and Brian O'Donnell. Isabelle Pattarozzi seconded. The motion carried.**

The meeting adjourned at 5:47 p.m.