

Holy Family Catholic Schools
School Board Meeting
Thursday, April 10, 2025 at 5:30 p.m.
Schrup Family Board Room

Members Present: Dan Walsh, Jeff Weber, Maggie Kramer, Mike Dodds, John Callahan, Isabelle Pattarozzi, Fr. Dennis Quint, Annie Murphy and Rennie Root

Members Absent: Fr. Steven Rosonke and Kevin Mullen

Guests Present: Amy Conlon

Staff Present: Andrea Kirby, Laura Park, Katie Bormann and Phil Bormann

The meeting began with prayer at 5:32 p.m.

School Board Input Survey

Amy Conlon, Associate Director of Education for the Archdiocese of Dubuque, was present in the beginning to gather input from the board regarding Chief Administrator, Phil Bormann. Amy is the point of contact at the Archdiocese for Holy Family and completes evaluations for Chief Administrators. A summary of the evaluations will be given to the board at the next board meeting.

Catholicity Update

Andrea Kirby, Director of Catholic Mission, provided an update on her new role at Holy Family. She began by meeting with deanery priests, administrators and several teachers to understand how she can best support the Catholic mission. From these conversations, Andrea identified two key priorities: faculty faith formation and strengthening parish connections.

Andrea has assumed the faculty faith formation role previously led by Ruth Carlson. She has continued the existing plans and introduced additional options for professional development days. Her long-term goal is to foster an environment where both students and teachers can live out their faith authentically in the classroom.

In support of recruitment efforts, Andrea has reached out to campus ministry departments at colleges. To enhance parish engagement, Andrea encourages teachers to promote weekend Mass attendance and includes links to parish Mass times in the weekly newsletter. Andrea is also working with Kate Dean and Mazzuchelli to organize a parish-based service project in May.

At Wahlert, Andrea has launched a new discipleship ministry called Serva Fidem, which currently has over 50 student participants. She is collaborating with parishes to find leaders and prayer partners for the groups. Additionally, she is leading efforts to involve families in the national Eucharistic Pilgrimage taking place in Dubuque on May 23.

Andrea is working with Meredith Willman and Sara Weires to expand the Catechesis of the Good Shepherd program at Resurrection and St. Columbkille. Plans are in place to include pre-k through 1st grade starting next year. She is also exploring early childhood faith formation opportunities more broadly.

To support her transition into this new role, Andrea has connected with Xavier's Director of Catholicity and is seeking guidance from Archdiocesan leaders Kevin Feyen and Matt Shelby.

Phil acknowledged Andrea's work, emphasizing the significant gap she fills and the impact she's made already, creating meaningful opportunities for student and staff evangelization.

Approval of Minutes

Minutes from the March 20, 2025 School Board meeting were included in the packet for review.

- **Fr. Dennis Quint moved to approve the minutes from the March 20, 2025 School Board meeting minutes as presented. Mike Dodds seconded. The motion carried.**

Consent Agenda

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

- **Jeff Weber moved to approve the committee minutes as presented. Rennie Root seconded. The motion carried.**

2025-2026 J-Term Trip to Mexico

Katie Bormann, Language Immersion Coordinator, and Laura Park, Teacher at Wahlert, presented a proposal to the board for a J-term trip to Mexico through Interact Travel. They shared a tentative itinerary and estimated cost ranging from \$3,125 to \$3,745, depending on travel and excursions.

Annie Murphy shared positive feedback based on her daughter's experience with the previous Costa Rica trip, as it was life-changing and well-organized. Mike Dodds asked if the cost would be fully covered by families. Katie confirmed that it would, although fundraising opportunities could be explored.

The trip would be open to juniors and seniors, requiring a minimum of 10 and a maximum of 30 students, with one chaperone per six students.

Rennie Root inquired about international travel insurance and whether the trip had been reviewed by the school's insurance provider. Katie stated that the insurance is optional, but will follow-up with Catholic Mutual. Board members also raised concerns about the overall cost and encouraged exploring ways to reduce it.

- **John Callahan moved to approve the 2025-2026 J-Term trip to Mexico, subject to an insurance review with the Archdiocese. Annie Murphy seconded. The motion carried.**

Chief Administrator Report

Recruitment and retention is looking strong for 2025-2026. The ESA application will open on April 16 and communications will go out through ParentSquare, newsletters, postcards, and social media. Tuition Assistance Help Night will be held on Tuesday, April 22 from 4-6 p.m. Summer Camp and Eagles Day Camp registrations opened and are both seeing a lot of interest.

Administrators and Wahlert teachers are taking a STEM Innovation and Competency Based Education Exploration trip, visiting three schools that are known for these attributes to learn from them. Final preparations for Spanish and K-3 literacy curriculum adoptions will occur by the end of April. Registration for classes is beginning for next year, the request for college courses is higher than ever.

The facilities committee recently convened to discuss the next renovation phase for St. Joseph the Worker. We are drawing the space for an elevator and moving to a warming kitchen model for food service. Five additional classrooms are intended to be renovated along with the main bathroom. The committee also discussed the need for a new fire panel at Holy Ghost to bring it to compliance and necessary Resurrection warming kitchen work in the old kitchen. Meetings are underway for the track and field project. A meeting with the city officials will take place to learn more about what is necessary to begin in earnest on this project.

Bonnie Sigwarth, Director of Finance, has submitted her letter of resignation as she will be retiring. She has been an outstanding leader for our system and has committed to remaining with us during her transition. We will forever be thankful for her impact on Holy Family Catholic Schools.

Tessa Petsche and school leaders have been attending teacher recruitment fairs. It has been excellent to share our community with colleges and meet potential candidates. Contracts went out and returned, we have a remarkable number of teachers that have signed their contract to return next year.

Candidate Approval Verification

- **Isabelle Pattarozzi moved to verify the email votes made since the last board meeting for the hiring of Cater Shaull, Zachary Gogel, Halle Kilburg, and Naomi Noel. Rennie Root seconded. The motion carried.**

Board Resolution

- **Jeff Weber moved to approve the board resolution, authorizing Phil Bormann, Bonnie Sigwarth, and Mary Sulentic as authorized signatories for Dupaco. Rennie Root seconded. The motion carried.**

A final blessing was given and the meeting was adjourned at 7:03 p.m.