

**Holy Family Catholic Schools
School Board Meeting
Thursday, May 15 at 5:20 p.m.
Schrup Family Board Room**

Members Present: Maggie Kramer, John Callahan, Dan Walsh, Fr. Dennis Quint, Isabelle Pattarozzi, Rennie Root, Kevin Mullen, Fr. Steven Rosonke, Jeff Weber, and Mike Dodds

Members Absent: Annie Murphy

Staff Present: Phil Bormann and Lis Ernst

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

Early Childhood Update

Lis Ernst, Director of Early Childhood, was present to share an update regarding early childhood.

Accomplishments

- Implemented Family Style dining at Holy Ghost and Resurrection.
- Improved waitlist and enrollment experience with IntelliKids software.
- Expanded non-school day and summer program offerings.
- Launched developmental screenings for all enrolled children.
- Provided shuttle services from St. Columbkille and Resurrection
- Six leaders attended a national early childhood conference.
- Celebrated staff through the first Night of Excellence awards event.
- Advanced Iowa Quality for Kids improvement efforts.
- Maintained DHS compliance and updated key policies.
- Continued participating in the Child Care Solutions Grant.
- Operated within the 4-year budget.

Enrollment Review

The total enrollment of early childhood is currently at 1,029. The PM Pre-K classrooms at Resurrection and St. Joseph the Worker was removed due to consistently low interest. This aligned better with the K-5 capacity and strengthened the overall system flow. Lis has shifted to monthly enrollment tracking with yearly averages to provide a more accurate reflection of true enrollment trends.

Night of Excellence

As part of a core value, Investing in People, early childhood hosted their first-ever Night of Excellence to celebrate the dedication of the early childhood team. The event included peer-nominated Core Value Awards which recognized those that embody our mission. Four

employees were celebrated with 25 years of service, along with three directors with over 25 years. Moving forward, Years of Service will be an annual recognition.

Business Manager Impact

Since joining the team, Alicia Bonifas, Early Childhood Business Manager, has led several initiatives that support staff wellness, program quality, and long-term sustainability. Looking ahead, she will take on expanded responsibilities and lead key improvements related to early childhood including human relations, financial operations, leadership development, communication systems and operational support to reflect a strong investment in people, operations and long-term success.

Future Initiatives

Lis outlined future initiatives for Holy Family Early Childhood, focusing on facility and program growth, strengthening family partnerships, developing and retaining staff, updating nutrition and wellness practices, improving overall quality, and enhancing the center's culture and community.

Regarding the faith component in the early childhood program, Lis shared it is strong in preschool and pre-K but needs strengthening elsewhere. She is working with Andrea Kirby on classroom materials and ways to enhance faith integration. Lis noted that faith resources are included in next year's budget and highlighted the challenge of adult faith formation, as some staff are not Catholic or lack a strong faith background. Mike Dodds provided feedback regarding connecting classroom faith activities with parents.

St. Joseph the Worker

The St. Joseph the Worker renovation project has pivoted a bit, given the cost of adding an elevator and the new opportunity of potentially bringing the entire early childhood program to one level, rather than two or three levels.

Lis Ernst shared the current concerns and challenges with the current building including ADA accessibility, family access, playground access, safety, operational flow, food transport and several unfinished rooms.

The potential renovation plans include relocating the entrance and adding a ramp to ensure inclusive and safe access to the building; moving the office next to the new ramped entrance to improve visibility and security; completing and optimizing classrooms on the main level; and relocating the prep kitchen upstairs for more direct access to central kitchen deliveries.

Approval of Minutes

Minutes from the April 10, 2025 School Board meeting were included in the packet for review.

- **Fr. Dennis Quint moved to approve the minutes from the April 10, 2025 School Board meeting as presented. Fr. Steven Rosonke seconded. The motion carried.**

Consent Agenda

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

- **Rennie Root moved to accept the committee minutes as presented. Isabelle Patarozzi seconded. The motion carried.**

Chief Administrator Report

Andrea Kirby partnered with parishes for a service day with the Mazzuchelli Catholic 7th grade class. She also assisted in writing a grant for Spiritual Enrichment to be allocated to the Catechesis of the Good Shepherd training and supporting Serva Fidem discipleship groups at Wahlert. She's been collaborating with several faith formation leaders at the parishes regarding attending the National Eucharistic Pilgrimage Procession.

Enrollment for 2025-2026 for TK-12 grade is at 99.5% of the goal. ESA application is now open and the enrollment and tuition office will be communicating with families to complete the application.

A team of 10 administrators and teachers recently toured four schools in the New England area with a focus on innovation and CBE. The team will reconvene to reflect and apply the learning as it fits now and moves our system forward in ways that aligns to our mission.

The Finance and Facilities committees joined together on May 1 to discuss Platform for excellence Phase II projects and what Phase III could look like. The track and field continues to take shape. We are learning more about the different elevations and necessary earth moving needs that will be reflected in our costs.

Regarding recruitment, the 0.5 FTE Pre-Kindergarten positions have been a challenge to fill. We are finding creative solutions within our budget to attract new hires. Holy Family has hired Nolan Funke as the new Director of Finance. Bonnie Sigwarth will begin onboarding and training at the end of May to ensure a smooth transition for Nolan.

Chief Administrator Evaluation

Dan Walsh shared that Phil Bormann is managed by the school board, along with the Archdiocese of Dubuque. Amy Conlon, Associate Director of Education for the Archdiocese of Dubuque, is beginning year one evaluations and joined the previous board meeting to gather input. A summary of the feedback was shared with the board:

Phil demonstrates strong and consistent leadership across multiple domains, most notably in his ability to articulate and implement a Catholic mission and vision that inspires trust, unifies the system, and advances student success. His faith-centered approach, paired with a strategic mindset, has allowed him to translate vision into actionable goals that align with the long-term needs of the Holy Family Catholic School system. He is a skilled communicator and mentor who empowers his team and sustains a culture of high expectations grounded in Gospel values. His capacity to engage families and the broader community—especially during times of change—has strengthened relationships, built transparency, and positioned Holy Family as a trusted educational and spiritual partner.

While Phil's leadership is clearly future-oriented and mission-driven, continued growth in the area of school improvement would enhance the sustainability of the system's success. As he manages a wide array of responsibilities, further focus on relational leadership, especially within his leadership team, will be critical. Strengthening delegation, continued development of leaders across the system, and consistently attending to the dynamics of change management will not only support instructional growth but also reinforce a culture of shared ownership and trust. Phil's capacity for reflective leadership, combined with his strong strategic foundation, positions him well to meet these challenges and continue leading Holy Family with excellence and integrity.

Dan Walsh noted the tremendous job Phil does with running a massive TK-12 program, along with early childhood and has built a great team behind him and we're grateful to have him.

2025-2026 Handbooks

A draft of the 2025-2026 Early Childhood Handbook, Employee Handbook, Substitute Handbook, and Volunteer Handbook were included in the packet for review, including a summary of changes for each handbook. The Employee Handbook was reviewed by the Human Resources Committee, while the Early Childhood, Substitute and Volunteer Handbooks were reviewed by the Student Services Committee.

- **Mike Dodds moved to approve the 2025-2026 Handbooks as presented. John Callahan seconded. The motion carried.**

Candidate Approval Verification

- **Fr. Steven Rosonke moved to verify email votes made since the last board meeting for the hiring of Amy Henn, Jacob Hesselman, Jose Gregorio Ferreras Fernandez, Maria Fernandez Sanz, Amy Kenniker, and Shelbie Ede. Kevin Mullen seconded. The motion carried.**

Other Business

John Callahan raised a question about current policies on deep fakes. Phil explained that procedures allow for immediate referral to law enforcement for proper investigation and due process. He also noted that a rebuttal process exists and that such incidents are currently addressed under the bullying policy.

Rennie Root asked how these policies are communicated to students, especially when incidents are escalated, to ensure they understand the seriousness and harm of deep fakes.

Phil responded that principals are expected to explain these policies to students but will review the specific language to confirm the process and ensure deep fakes are clearly covered.

Facility Update

Phil provided a facility update to the board, noting that the track and field project is currently on hold pending further direction regarding the softball and baseball fields, as decisions there may impact the scope of the track and field work. He also presented potential additional facility updates for the board's consideration. The board requested that any available estimates or updates be shared prior to the next board meeting.

A final blessing was given and the meeting was adjourned at 7:00 p.m.