

**Holy Family Catholic Schools  
School Board Meeting  
Thursday, June 20, 2024 at 5:30 p.m.  
Schrup Family Board Room**

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

**Members Absent:** Mike Dodds

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

The meeting began with prayer at 5:31 p.m.

**Advancement Update**

Bob Noel, Director of Institutional Advancement was present to share an update on advancement with the board.

Bob expressed that it's been a challenging year with a few staff members out, but he's proud of the efforts from the advancement office. Bob shared that the fall and holiday appeal were below the goal this year but the business sponsors were up this year and the Circle of Celebration did well again.

The Homecoming tailgate will continue in the upcoming year along with class reunions and the Mass of Remembrance. A new event of the upcoming year will be the Affinity Reunion to celebrate 50 years of women's basketball in January of 2025. Bob expressed that the advancement office is working through a new community builder for adults only as well.

Dan Walsh asked about the grant writing that occurs. Bob shared that Sarah Martineau spends time weekly working with teachers and writing grants. She spends a lot of time researching them, and ensuring that we meet all the requirements and applying for them along with following-up for reimbursement.

Fr. Quint suggested a promotion for long-term giving at grandparents day Mass.

The board thanked Bob for all his work in advancement.

### **Approval of Minutes**

Minutes from the May 16, 2024 meeting were included for review.

- **John Callahan moved to approve the May 16, 2024 meeting minutes as presented. Isabelle Pattarozzi seconded. The motion carried.**

### **Consent Agenda**

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

### **Chief Administrator Report**

Phil Bormann shared that the Religion and Mission Committee recently met and decided on a theme revolving around the Eucharist for the 2024-2025 school year and faculty faith formation will include catechesis on the Church's teaching of what we believe about the Eucharist.

Enrollment is currently at 98.3 percent of the enrollment goal of 1717 students. The focus right now is on recruitment of high school students and filling remaining spots at St. Columbkille Kindergarten classrooms.

Year end professional development activities included review of FAST data, Leader in Me metrics, and preliminary ISASP data at school sites followed by a system liturgy to end the year.

John Callahan questioned receiving the testing data as a parent. Phil will take a look into it as the ISASP data looked really good and it should be shared out.

Phil has been working with Lisa Krapfl to plan out an administrative work day to take a deep dive into history, our strategic plan, academic data, and goals going forward.

The Catechesis of the Good Shepherd training is taking place at Nativity this summer, with 6 Holy Family employees attending.

The groundbreaking for St. Columbkille was outstanding, we are appreciative of our parish partners, Fr. Tom, Fr. Dave and Archbishop Zincola who helped make the day truly memorable. The transition to St. Joseph the Worker and Resurrection campus went very smoothly and ahead of schedule.

The centralized kitchen is well underway.

We continue to search for a Spanish Language Program Coordinator as well as a Computer Science Teacher, nearly all other positions have been filled.

Holy Family will not be raising tuition for the 2024-2025 school year to match teacher pay. We will be working on a long-range teacher pay and benefits strategy that will allow us to meet our financial goals by the 2026-2027 school year. The board discussed this.

### **Strategic Planning Update**

Phil updated the board on the strategic plan with facilities. At this time, there has been no larger communication as research and considerations are still taking place.

### **Verification of Email Votes**

Since the last board meeting, email votes have taken place for the hiring of Alexis Ames, Stephanie Bell, Christina Thielen and Javier Perez and for the release of contract for Holly Johnson.

- **Fr. Gibbs moved to approve the verification of email votes made since the last board meeting. Cole Cluchey seconded. The motion carried.**

### **2024-2025 Policy and Procedure Handbook**

A draft of the 2024-2025 Policy and Procedure Handbook was provided to the board with a list of updates. Phil shared that Daniel Thole has been working to update the handbook to include 6-12 grade verbiage, specifically with the updated alcohol/substance abuse policy. The board discussed this policy and instances, suggesting running it by the School Resource Officer, and offering something above and beyond a punishment, such as meeting with a counselor.

Cole Cluchey requested a policy be added in the handbook to set a precedent that when there is a school functioned trip on a weekend or a Holy Day of Obligation, that students are attending Mass.

- **Fr. Dennis Quint moved to approve the 2024-2025 Policy and Procedure Handbook with suggested updates. Kevin Mullen seconded. The motion carried.**

### **Departing Board Members**

The board thanked Scott Leibfried, Cole Cluchey, and Amy Henn for their service on the board.

The meeting was adjourned at 6:39 p.m.