

**Holy Family Catholic Schools**  
**School Board Meeting**  
**Thursday, December 19, 2024 at 5:30 p.m.**  
**Schrup Family Board Room**

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

**Members Absent:** Fr. Steven Rosonke, Kevin Mullen, and Mike Dodds

**Staff Present:** Bonnie Sigwarth and Phil Bormann

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

**Approval of Minutes**

Minutes from the November 21, 2024 School Board meeting were included in the packet for review.

- **Isabelle Pattarozzi moved to approve the November 21, 2024 School Board meeting minutes as presented. Renni Root seconded. The motion carried.**

**Consent Agenda**

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

- **Jeff Weber moved to accept the committee minutes as presented. John Callahan seconded. The motion carried.**

**Chief Administrator Report**

All sites participated in communal Reconciliation during the season of Advent. Efforts are continuing to ensure each site's environment reflects our Catholic faith. Parish weekend Mass schedules will be added each week to each school's newsletter to encourage Mass participation.

Preschool, Kindergarten and pre-K enrollment opened for current families on Dec. 9th. There has been a high demand and waitlists have been created or are anticipated for certain levels and sites. Enrollment will open to new families in January, with Catholic parishioners receiving priority enrollment. Resurrection and St. Columbkille will both have a full transitional Kindergarten program for the 2025-2026 school year.

Professional development planning for after Christmas break has been planned out, including time for Catholic identity and faith formation. Gradient Learning continues to evolve and all site leaders and platform leads have been meeting with their Gradient Learning coaches to continue learning. The adoption of a new literacy curriculum for K-3 and pivoting the use of the writing

benchmark assessment will take place, extensive research and data collection will be used to inform these decisions in the new year.

The Request for Proposals for hopeful building projects have been sent out and questions answered. The final proposals will be submitted on Friday, December 30. The Facility Committee will review and provide a suggestion to the Board.

The new universal tuition model has been shared out. Phil Bormann hosted a parent information meeting on Wednesday, December 11 and around 60 parents were present. A recording of the meeting was shared after as well. Jeff Weber commended Phil on the excellent presentation and preparation work done. Annie Murphy expressed appreciation for the transparency to families.

Along with the new universal tuition model, brings a new salary schedule that meets state pay benchmarks for public school teachers. Each year the salary schedule gets revisited to remain competitive. Phil thanked Bonnie Sigwarth for her outstanding work and commitment to the universal tuition model and teacher salary schedule to help get the system where it needs to be.

### **Foundation Update**

Phil shared that the foundation will be named *Holy Family Legacy Foundation* and we are in the process of getting board members with Brian Kane leading the charge. Hoping for an initial meeting before the years end as the paperwork is getting filed.

A timeline has not been determined for when a contribution will be made to the foundation as it will depend on additional factors. The board discussed the foundation as the set-up and backend continue to be worked through.

### **Finance Update**

Bonnie Sigwarth, Director of Finance, presented a brief overview of the preliminary audit report dated June 30, 2024 provided by Honkamp, P.C.

The additional single audit was required again due to exceeding \$750,000 in federal funding expenditures. Bonnie noted that next year, the threshold will increase to \$1 million and anticipates Holy Family exceeding that threshold as well. Bonnie highlighted items from the balance sheet, income statement, cash flow statement, and notes to the financial statements. Bonnie noted that on footnote three, there will be a reclassification of investments to a level two.

Bonnie pointed out that similar to in years past, a deficiency was the segregation of duties as she has too much control. Fr. Quint questioned if anyone from the Finance Committee would consider reconciliations once a year or monthly, as they do at the parish level. The board asked what controls are currently in place and the current finance staff in which Bonnie shared the

controls and staff in place currently. Rennie Root suggested an additional staff member for bank reconciliations, but would be more concerned if Bonnie wasn't around.

Dan Walsh shared that it was again a very clean audit, with no misstatements and praised Bonnie and her team for a job well done.

- **Fr. Quint moved to approve the 2024 Audit as presented with the exception to footnote three with the reclassification of investments to a level two. Maggie Kramer seconded. The motion carried.**

#### **2025-2026 Parish Assessments**

Proposed 2025-2026 Parish Assessments were included in the packet for review. Phil noted that the assessments will be revisited each year. Dan Walsh thanked the parishes for their support.

- **Annie Murphy moved to approve the 2025-2026 Parish Assessments as presented. Jeff Weber seconded. The motion carried.**

#### **2025-2026 System Calendar**

A draft of the 2025-2026 system calendar was included in the packet for review. The calendar aligns with the DCSD, aside from one professional development or snow make-up day in April.

- **Rennie Root moved to approve the 2025-2026 System Calendar as presented. Fr. Dennis Quint seconded. The motion carried.**

Fr. Dennis Quint gave a final blessing and the meeting was adjourned at 6:17 p.m.