

**GRACE Board of Trustees**  
**June 12, 2018**  
**Minutes**  
**6:30 p.m. - GRACE Administrative Offices**

**Members present:** Sue Amtmann, Dan Bins, Mary Burich, Gerry Faller, John Hanley, Ed Kippley, Sheila Kujava, Bill Micksch, John Peterson, Chris Steier, Melissa Wolcanski

**Others present:** Kim Desotell, Crystal Blahnik, Jamie Hurley, Lisa Niemuth-Recorder

**Members not present:** Jessica Beauchamp, Lisa Jackovich, Chet Lamers, Amy Pautzke, Marv Wall

Bill Micksch called the meeting to order and led an opening prayer.

1. Meeting Minutes: Motion made by John Peterson and seconded by Chris Steier to approve the April 10, 2018 meeting minutes. Motion carried. Motion made by John Peterson and seconded by Mary Burich to approve the meeting minutes presented by the Committees. Motion carried.
2. Wellness Policy Proposal: Gerry Faller introduced Jamie Hurley, GRACE Director of Food Serve. A handout was distributed titled “GRACE Food Service” which highlighted information on GRACE Food Service along with future initiatives. Jamie Hurley presented the proposed GRACE Wellness Policy and stated the intention of the policy is to advance the wellness focus and opportunities to work together to assure all students practice healthy eating and physical activity behaviors throughout the school day. Discussion followed. Motion made by Mary Burich and seconded by Ed Kippley to approve. John Peterson abstained and John Hanley opposed. Motion carried.
3. St. Bernard Catholic School Update: Crystal Blahnik, principal of St. Bernard Catholic School, referenced a copy of her principal’s report distributed to the Board members. St. Bernard is trending for an enrollment increase and preparing for the needs of Choice and ESL students; staff participated in a poverty simulation which was a very powerful experience; and implemented a math “Paws” program for math fundamentals. St. Bernard has been nationally recognized in a University of Notre Dame article for making great strides in adapting the school environment to the changing demographics reflective in the neighborhood. Crystal shared two stories that witnessed the beauty of cultural exchange in developing relationships among the students and families. #SBS Serves is a school movement for service which has morphed to extend service opportunities with the parish community as two events are scheduled this summer. Crystal was commended for her leadership contributions to the success of St. Bernard and her passion and focus on improvement and vision planning.
4. Board of Trustees Chair Report.
  - a. The 2018-19 Board of Trustees & Committee Meeting Schedule was reviewed. Motion to accept the schedule was made by Sue Amtmann and seconded by John Hanley. Motion carried.
  - b. GRACE Strategic Planning (Handout: GRACE 2018-2021 Strategic Visioning Executive Summary): Bill Micksch led a discussion on the draft of Executive Summary including SWOT analysis, key focus areas and action plans. Kim Desotell highlighted survey results. Bill Micksch asked the Board to review the document and additional documents to be provided by the next Board meeting in August as the plan is still under development. The Executive Summary will be updated and presented to the principals and Board of Directors for review before it is publicly shared. Discussion followed and feedback provided on graphics models. Gerry Faller was commended for leading the strategic planning project and for efficiently guiding the process to produce the Strategic Visioning Executive Summary.

6. St. Thomas More Catholic School Update. Gerry Faller provided an update on the relocation activities. The target date for the move is the last week in June. There continues to be a strong partnership with parishes on the shared ministry. Kim Desotell shared there has been corporate sponsorships and donations in support of the school's relocation.
7. Committee Reports:
  - a. Education and Catholic Identity Standards – Sue Amtmann.
    - i. Review of notes advising changes of CIT format. Motion to approve changes carried unanimously.
  - b. Human Resources – Mary Burich
    - i. Exit interview process was reviewed by HR Committee
    - ii. Equal Employment Opportunity Statement (handout): The EEO statement has been reviewed by Diocesan attorney and will be updated on the GRACE website.
    - iii. FMLA reviewed and no changes.
    - iv. Sick Leave reviewed by HR Committee with recommendation to amend the policy language to include: Employees may be asked to provide a note from a physician after being absent for five consecutive days. Motion to approve made by Ed Kippley and second by Dan Bins. Motion carried.
  - c. Finance and Facilities – Chris Steier
    - i. Choice numbers have increased with positive impact on budget.
    - ii. With the hire of Melissa Wolcanski to GRACE business office, the financials are being work on to catch up from the business office transition.
    - iii. Bill Micksch and a subgroup of Board of Directors are working on a parish subsidy based on a “compassionate formula” with tiers. A subcommittee will be formed for the 2019-20 school year to formulate the parish subsidies.
    - iv. Dialogue continues with the Oratory and BVM.
8. Presidents Report: Kim Desotell provided her report and highlighted the following:
  - a. Enrollment numbers referenced with anticipation of overall growth for 2018-19 as there is movement every day. We hope for the third year of consecutive enrollment growth.
  - b. GRACE submitted the Wisconsin Department of Justice (DOJ) School Safety grant with a requested total of \$154,000 for safety improvements of window/door shatter resistant film, replacement of door locks, security cameras and new communication systems. In addition, GRACE has received funding from the Catholic Foundation Evangelization Grant to create a GRACE-wide performing choir.
  - c. CatholicLink event awarded three GRACE teachers a \$5,000 scholarship and announced the establishment of a Center for Catholic School Leadership on the SNC campus. The Center will be a development resource for GRACE, NDA and SNC teachers pursuing leadership. The CatholicLink partnership has been recognized as one-of-a-kind nationally and has empowered our teachers with great resources.
  - d. Accreditation Update: Site visits are scheduled for October and November. GRACE will be the first system to be accredited through WRISA.
  - e. Eight GRACE graduations took place over three days at the end of May. This year's class graduated over 242 students. Ideas were discussed to have GRACE represented in the graduation ceremonies.
9. Adjournment: The meeting was adjourned at 8:15 p.m.