

**GRACE Board of Trustees**  
**October 8, 2019**  
**Minutes**  
**6:30 p.m. - GRACE Administrative Offices**

**Present:** Sue Amtmann, Jessica Beauchamp, Mary Burich, Sheila Kujava, Chet Lamers, Bill Micksch, John Peterson, Chris Steier, Marv Wall, Kelly Williams

**Others Present:** Sharon Gast, Laura Blicharz, Josh Klopf, Kim Desotell, Gerry Faller, Lori Ashmann-Recorder

**Not present:** Dan Bins, Ed Kippley, Amy Pautzke

Bill Micksch called the meeting to order with an opening prayer. Guests were welcomed with a special introduction of Kelly Williams who has joined the Board and also serves on the Finance Committee.

1. Holy Cross Catholic School Update: Principal Sharon Gast provided a school update in correlation to the GRACE Strategic Plan Focus Areas (see attachment, page 3). Notable areas reviewed included outreach, staff professional and faith development, MAP and ACRE scores, facility/campus improvements, marketing and enhanced middle school experience. Discussion followed. Appreciation was extended to Sharon for her leadership.
2. Digital Learning Plan: Gerry Faller provided an introduction providing a synopsis of the prior three-year Technology Plan. Appreciated was extended to GRACE Curriculum Coordinator, Laura Blicharz, and Technology Services Team Leader, Josh Klopf, for their work on development of the new GRACE Technology Digital Learning Plan 2019-22. This version integrates technology and curriculum to support this integral collaboration that takes place with teaching and learning and is essential to promote student academic success. Laura Blicharz and Josh Klopf reviewed the plan including, in part, its design, stakeholder input, format, goals and gears, incorporation of faith, correlation to the GRACE Strategic Plan 2018-2021, glossary of terms and timelines. Discussion followed. Motion made by Sue Amtmann to approve the presented GRACE Technology Digital Learning Plan 2019-22. Motion seconded by Mary Burich. Motion carried.
3. President's Report: Kim Desotell provided her report and highlighted the following:
  - a. GRACE ACRE Scores: A summation of observations of results were shared. Additional detail is available.
  - b. Classical High School Study Team: The status of the ongoing study was provided. A meeting will occur on November 4th with St. John Paul II Classical School parents to communicate progress and obtain feedback.
  - c. Enrollment: The official Third Friday enrollment data was reviewed with comparison to last's year's enrollment.
4. Meeting Minutes: Motion made by Marv Wall and seconded by Chris Steier to approve the August 13, 2019 Board meeting minutes. Motion carried. Motion made by Marv Wall and seconded by Mary Burich to approve the presented Committee meeting minutes. Motion carried.
5. Board of Trustees Chair Report:
  - a. Board of Directors: Bill Micksch reviewed the reception held for the Board of Directors at St. John Paul II Classical School on September 25th. This was an opportunity for the Directors to witness the school in action at its new location.

Headmaster Alex Wolf was commended for his leadership. Discussion followed regarding The Catechesis of the Good Shepherd.

- b. Annual Appeal: Appreciated was extended to all for their support of the Annual Appeal which launched the weekend of September 14th and 15th. It was noted that there have been 156 new donors since July 1st.
6. Financial Report:
- a. 2018-19 Audit: Marv Wall presented that the audit resulted in a clean opinion for the ninth consecutive year. The management letter cited one immaterial note. Results were positive. Accounting staff was commended for their work. Motion made by Chris Steier and seconded by Sue Amtmann to approve the 2018-19 audit. Motion carried.
  - b. 2020-21 Budget: Gerry Faller presented the proposed budget citing tuition revenue, WPCP revenue and parish investment along with tuition increase and enrollment projections. Expenses were summarized along with efforts to expand revenue sources. Efforts to reallocate among the budget to appropriately designate expenditure areas was also reviewed. Discussion followed. The importance of messaging with quantifying statements is evident. Infographics are under development to support messaging. Motion made by Kelly Williams to approve the proposed 2020-21 budget. Motion seconded by Chet Lamers. Motion carried.
  - c. 2019-20 Finances: Marv Wall reported that first quarter financials will be addressed by the Committee after which the Board will need to address prior to the November Board of Directors meeting. An electronic vote will be conducted.
7. Committee Reports:
- a. Education Committee: Sue Amtmann reported on the Committee's enthusiastic support of the Digital Learning Plan. The Committee has commenced meeting with principals and addresses strengths and challenges. Build Your Own Curriculum (BYOC) is progressing well. The Catholic Identity Committee will be meeting in the near future and a report will be provided in December.
  - b. Facilities Committee: Chris Steier reported that the Committee met for the third time last week. Currently the focus is on the Committee's mission and vision as it establishes its foundation. The first school site visit will take place on October 23rd. Discussion followed.
  - c. Human Resources: Mary Burich reported she met with Director of Human Resources, Jami Hintz, over the summer addressing HR goals and plans to become more strategic focused. The Committee is excited to be more forward thinking and creative given work completed on policy and procedure.
8. Other: Additional discussion occurred concerning the Classical High School Study and its relationship to the GRACE mission and vision. Discussion followed.
9. Adjournment: The meeting was adjourned at 8:16 p.m.

Next Meeting: December 10, 2019



## Holy Cross Principal Report GRACE BOT Meeting October 2019

### Faith Development

This Advent we will be participating in a school wide outreach for the medical mission that a Holy Cross Alumni and parent, Cole Cullen and Michelle Cullen, (HC parishioners as well), and Bellin College will be going on in January 2020. We will be collecting: first aid items, Tylenol, vitamins, toiletries, gently used or new children's shoes and toys.

During our last teacher in-service the faculty participated in curriculum mapping of the Diocese religion standards. This will be used to identify any gaps or overlapping among grade levels. Middle level teachers continue to use the Theology of the Body for Teens curriculum using the resource through Ascension Press.

ACRE Test: Our 5<sup>th</sup> graders outscored the Diocesan average in all areas, Our 8<sup>th</sup> graders outscored the Diocesan average in 4 of 6 categories (Those 2 will be addressed in the curriculum mapping performed above)

All grades were updated with the new edition of Christ Our Life New Evangelization series.

Faculty and staff get together once a week after school for reflection and prayer.

### Academics

Many teachers attended professional development over the summer:

Mrs. Heim (Music)-Music Director' Workshop

Mrs. Wildenberg (2<sup>nd</sup> Grade): Wilson Reading System Introductory Course

All K-5<sup>th</sup> grade attended CESA Guided Reading and will implement what they learned in their classrooms. Follow up PD is scheduled throughout the year.

Mrs. Anderson (K): SITA Technology conference

Mrs. Parker (Middle School Language Arts): was honored to be selected and attended the Bearing Witness Program in July at Georgetown University in Washington DC.

*Bearing Witness is a unique professional development opportunity designed to provide Catholic school educators with the training and resources. It is a partnership between the ADL, the National Catholic Educational Association (NCEA), the U.S. Conference of Catholic Bishops, the United States Holocaust Memorial Museum, Georgetown University Center for Jewish Civilization and local dioceses. It gives teachers the resources necessary to teach their students about the historical relationship between Jewish and Catholic communities and the impact of that relationship on Catholic teaching, catechesis and liturgy.*

Spring 2018-19 MAP assessments/scores showed that our Holy Cross Catholic School students are performing above the National norm in all areas: Math, Science, Reading and Language.

Fall 2019-20 MAP assessments/scores showed that our Holy Cross students continued to performed above the National norms in all areas.

### **Vitality**

Improvements made to the school building in collaboration with Parish and SAC:

- Holy Cross gym was painted
- Kitchen remodeled
- Two new SMART boards installed
- Elementary classrooms painted
- New furniture in Middle School Language Arts Room
- New White boards installed in all middle level rooms
- New locks on the middle level doors
- New furniture in 2<sup>nd</sup> grade room and 4<sup>th</sup> grade room

### **Future updates:**

Faculty room remodeled (not any structurally) Financed by SAC & School **Oct. 23rd**  
Outdoor Learning Classroom-Plans continue to move forward-Financed by grants, donors and school. **Hoping to break ground this month (Oct.) and have groundwork and framework done before winter.**

Marketing: Enrollment: 100 2019-20, 113 2018-19 (16-8<sup>th</sup> graders graduated) 2-relocated to another part of the state during the year, NOT RETURNING: 2-homeschooled (personal preference), 3-public school (financial reasons), 1-St. Mary's (closer to work), 4-another GRACE school (for a larger middle school atmosphere) All of the families that left had exit interviews or follow up phone calls. **10 new families, 15 new students.**

2019-20 Marketing Plan draft completed and being revised with the required changes. A few of the main focuses on the marketing plan are:

- Reach out to families of POP-There have been meetings and strategies with Deacon Jeff.
- Boost the enrollment of the Preschool classes-"Get them in the door"
- Parent involvement in marketing the school

A marketing video is being made on October 17<sup>th</sup> coordinated by Ben Wideman and resource.

**The Green Bay Diocese Catholic Foundation will be shooting the Bishop's Appeal video at our school on October 18<sup>th</sup>.**

### **Experience**

To enhance our middle level experience for students we will be joining other GRACE middle schools to participate in joint activities: Field trips, guest speakers, special events. Our

first joint field trip was with St. Thomas More to attend the Diocesan High School mass and speaker Chris Stefanick, REBOOT Catholic speaker:

In November our 7<sup>th</sup> and 8<sup>th</sup> graders will be attending Camp Tekakwitha with St. John the Baptist middle school students. We will continue to seek out opportunities for collaboration with other GRACE middle schools.

Outdoor Learning Space:

Engineering plans are being drafted. We are obtaining bids on supplies. One of two building permits have been obtain. The contractor is ready to start. We and hopefully break ground in October and the groundwork and framework completed before winter. In the spring we will build the tables and workstations (STEAM activity for older students), add the raised garden and seating. By the start of the summer we will be able to offer some learning sessions outdoors for students, parish children and the community (Grades PK-1<sup>st</sup>)

