

GRACE Board of Trustees
October 12, 2021
Minutes
6:30 p.m., Holy Family Catholic School

Present: Sue Amtmann, Nick Anderson, Jessica Beauchamp, Leah Cohen, Ed Kippley, Chet Lamers, Bill Micksch, Chris Steier, Marv Wall, Kelly Williams

Others Present: Kelly Deininger, Kim Desotell, Gerry Faller, Carrie Gossens, Jere Kubuske, Bill Noel, Jamie Nooyen, Jeff Young, Lori Ashmann-Recorder

Not Present: Dan Bins, Mary Burich, Amy Pautzke, John Peterson, Chris Steier

Bill Micksch called the meeting to order with an opening prayer.

1. Welcome and Introductions: All were welcomed and introductions took place.
2. Committee Membership Overview: Bill Micksch provided an overview of the committees to the Board of Trustees highlighting the chairs, members and purpose. The respective committee chair or member provided a brief synopsis of work in progress and goals: Jeff Young for Catholic Identity; Sue Amtmann for Education; Gerry Faller for Facilities and Nick Anderson for Human Resources.
3. Holy Family Catholic School: Principal Jere Kubuske presented a school update citing the school's exciting progress. School aspects reviewed included staffing, fundraising, facilities, curriculum including the IB (international baccalaureate) program, student services, family involvement and parish relations. Discussion followed. Appreciation was extended to Principal Kubuske for his leadership.
4. Meeting Minutes: Motion made by Marv Wall and seconded by Nick Anderson to approve the August 10, 2021 Board meeting minutes. Motion carried. Motion made by Leah Cohen and seconded by Sue Amtmann to approve the presented Committee meeting minutes. Motion carried.
5. President's Report: Kim Desotell presented her report and highlighted the following.
 - a. Enrollment: 2021-22 enrollment statistics were presented including enrollment as of fall Third Friday (September 17, 2021) in addition to current status.
 - b. Chesterton Academy of St. John Paul II Classical School: Grade 9 launched successfully this fall and an update was provided concerning enrollment, staffing, curriculum and Mass schedule.
 - c. Covid Safety Site Plans: Site plans are established and protocols are working. Monitoring and assessment of potential future changes is taking place. The timeline for the next 30-day evaluation, review and approval was provided. Feedback was requested and discussion followed. GRACE continues its commitment to safety and keeping students in school. Discussion followed.
 - d. Annual Appeal: The Appeal is on track and to-date activity was summarized. There has been an increase in employee contribution and online giving. The initiative is healthy. The majority of activity takes place in fall but the Appeal extends through June. Discussion followed.
 - e. Student Information System (SIS): The Diocese's SIS exploration is underway and a change may be coming. There is desire for one product to meet all needs.
 - f. GRACE Gold Summer Camp: The Board was provided the comprehensive 2021 End of Camp Report. In part, the Camp had increased enrollment and parent satisfaction.
 - g. Our Lady of Lourdes Catholic School: As Principal Young was present on behalf of his role as the new chair to the Catholic Identity Committee, he was asked to report on the

- school. Principal Young provided a brief update and reported the new priest appointment to the OLOL parish, Fr. James Baraniak, is passionate about and committed to Catholic education. Discussion followed.
6. Board of Trustees Chair Report: Bill Micksch reported on the following.
 - a. Strategic Plan: The Planning Team will meet in October.
 - b. Unrestricted Reserve Balance: Consideration continues regarding fund allocation and future actions to establish a model and develop guidelines and parameters.
 7. Committee Reports:
 - a. Finance: Marv Wall reviewed the August financials. Increased tuition revenue has resulted from the increase in enrollment. Gerry Faller proceeded to present his 2020-21 Financial Audit Report and the Wipfli Auditor's Report. Finance Committee met with the auditor as part of the evaluation process and upon review unanimously approved the audit. An overview was provided to the Board. The audit reflects GRACE is well positioned. Discussion followed. Motion made by Kelly Williams and seconded by Leah Cohen to approve the 2020-21 Audit as presented. Motion carried.
 - b. Human Resources Committee: Nick Anderson reported on the committee's work involving recruitment, retention and compliance. Discussion followed concerning monitoring of OSHA activity involving Covid and the workplace. Nick Anderson and Brenda Daming proceeded to present the Emergency Closing Policy which has been revised to broaden its scope to encompass not only inclement weather but other emergencies. Discussion followed. Motion made by Ed Kippley and seconded by Leah Cohen to approve the Emergency Closing Policy as presented. Motion carried.
 - c. Education: Sue Amtmann provided an update on the committee's work involving BYOC (Build Your Own Curriculum), curriculum and technology standards along with the work of the "Covid Learning Response Team". This Team formed in response to Covid will continue as a "Learning Response Team" to address current issues. Discussion followed. Carrie Gossens reported on equipment improvements, expansion of devices to second graders, and technology integration.
 - d. Catholic Identity: Jeff Young reported that he has conducted his first committee meeting as chair. The committee will be addressing the Catholic Identity Tool, ACRE test results and school/parish relations and engagement. The committee will be meeting again in November.
 - e. Facilities Committee: No report.
 8. Other: Kim Desotell encouraged members to recognize and support the principal leadership team as they continue to lead their schools during challenging times.
 9. Adjournment: The meeting was adjourned at 7:45 p.m.

Next Meeting: December 14, 2021