

GRACE Board of Trustees
October 10, 2022
Minutes
7:00 p.m., GRACE Riverside Office, Faller Training Room

Present: Sue Amtmann, Nick Anderson, Jessica Beauchamp, Mary Burich, Ed Kippley, Chet Lamers, Bill Micksch

Others Present: Kim Desotell, Melissa Wolcanski, Molly Mares, Lori Ashmann-Recorder

Not Present: Dan Bins, Leah Cohen, Amy Pautzke, John Peterson, Marv Wall, Kelly Williams

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

1. Notre Dame School of De Pere: Principal Molly Mares was welcomed to the meeting. Principal Mares provided an overview of the school and cited strengths and challenges. Three strengths reviewed included parish collaboration, enrollment and school events and academic support at the middle school level due to a secured interventionalist due to EANS funding. Two areas of challenge include staff compensation to support recruitment and retention and a desire for system-wide opportunities beyond athletics. Discussion followed. Principal Mares was acknowledged for her strong leadership and gratitude extended for her continued contributions to success of the school and students.
2. Minutes: Motion made by Nick Anderson and seconded by Mary Burich to approve the August 9, 2022, Board meeting minutes. Motion carried. Motion made by Sue Amtmann and seconded by Ed Kippley to approve the presented Committee meeting minutes. Motion carried.
3. President's Report: Kim Desotell presented her report and highlighted the following.
 - a. Enrollment/Retention Data: The September 16, 2022, Third Friday Enrollment Report was reviewed, and a presentation ensued of an enrollment data summary from 2011 to present in addition to three-year student retention data and student diversity data. Enrollment in our GRACE schools continues to increase. A summary of the parish verification results for Year 1 use of the parish verification form was also provided along with a synopsis of financial aid support to date for 2022-23. Employee retention statistics from 2017 to 2022 as also addressed. Discussion followed. President Desotell will be sharing the presentation with principals. Additional data analysis will be occurring. The Board requested that Employee Retention be further defined to specify teacher versus support retention.
 - b. School Choice Wisconsin: The Board was made aware of Fall Legislative Update Sessions; GRACE representatives will be attending the local session in November.
 - c. WIAA: President Desotell explained Chesterton Academy of St. John Paul II Classical School will be pursuing a WIAA application for sports at the high school (basketball, cross country and track). Board Members who wish to be involved or have questions were encouraged to contact Kim.
 - d. Catholic Bonding Students: Three students from Guatemala will be hosted by GRACE families and attend GRACE schools for six weeks from October to December. There is a long-standing relationship with this program, and GRACE is pleased to resume this experience post pandemic.
 - e. Fundraisers and Annual Appeal: Board members were reminded of the upcoming key school fundraising events and Annual Appeal participation.
 - f. Coffee with the President: Informal meetings are being offered at all school sites in the coming months to provide opportunity for parents to meet and learn more about GRACE as a system. Also welcomed to these sessions are the parish pastor(s), parish staff and school employees. The schedule was shared with the Board, and all were welcomed to attend.

4. Board of Trustees Chair Report: Bill Micksch acknowledged Gerry Faller for his instrumental service and contributions to GRACE. Gerry retired at the end of August, and he will be further honored through dedication of the Training Room at the Riverside Office in his name. Bill Micksch proceeded to announce that his service as Chair of the Board of Trustees will end at the conclusion of this fiscal year; Trustees were invited to contact him if interest in assuming the Chair role. The timing of this change has been the plan, and he will continue to serve as a resource to support a smooth leadership transition. The Annual Appeal continues and all were encouraged to participate as 100% Board and employee participation is a goal.
5. Committee Reports:
 - a. Catholic Identity: Sue Amtmann reported that the Committee met in September and minutes will be made available in the future. The Catholic Identity Tool process is taking place and is on schedule.
 - g. Education: Sue Amtmann reported that Team Curriculum is embarking on a major science curriculum initiative and St. John Paul II Classical School curriculum is being mapped. Build Your Own Curriculum (BYOC) is now EMBARC, and this resource continues to be implemented. The Committee has finalized rewording of the Strategic Plan's Academics Action Plan A3 to "Continue to grow and expand curriculum, instruction and assessment through collaborative, faith-filled teams with a focus on Catholic Social Teachings". The Voice of the Customer Survey for 2022-23 is under development and planned for distribution in December 2022.
 - h. Finance: Melissa Wolcanski reported that the audit has been completed with no qualifications. The Financial Audit Summary report was reviewed outlining key audit elements. A Food Service compliance audit was also conducted which resulted in findings of good internal controls and solid program operations. Monitoring continues of Choice reserve and the Committee is looking into options. Motion made by Mary Burich and seconded by Sue Amtmann to approve the 2021-22 Wipfli Independent Auditor's Report. Motion carried.
 - i. Human Resources: Mary Burich reported that the Employee Handbook is being updated and this will occur on an annual basis. A subset of the Committee is involved in the analyzing compensation data and a high-level debrief will be taking place. The goal is to establish an underlying solid structure for compensation and compensation management moving forward.
 - j. Facilities Committee: Chet Lamers reported that the Committee will continue its work to benefit parishes and schools. A major systems facilities template is being developed to guide the Committee's work at each site. Bill Micksch reported that Chet has developed an excellent site evaluation tool and intentions are to be proactive with the parishes. Bill Micksch shared that efforts continue to enhance membership at the Committee level.
6. Other: Kim Desotell apprised the Board that a Holiday Open House will occur at the Riverside Office in December with details to be shared as they become available. Mary Burich shared that a meeting to address alumni relations will be taking place soon. This will be a high-level preliminary meeting involving the Directors of Development and Marketing and Communications with plans to expand into a larger working group encompassing one or two principals and others.
7. Adjournment: The meeting was adjourned at 8:05 p.m.