

**GRACE Board of Trustees**  
**October 10, 2023**  
**Minutes**  
**6:30 p.m., Faller Training Room, GRACE Riverside Office**

**Present:** Sue Amtmann, Nick Anderson, Dan Bins, Jim Christensen, Leah Cohen, Eric Guzowski, Ed Kippley, Marv Wall, Kelly Williams

**Others Present:** Kim Desotell, David Gusloff, Lori Ashmann-Recorder

**Not Present:** Jessica Beauchamp, Mary Burich, Chet Lamers, John Peterson, Melissa Wolcanski

Nick Anderson called the meeting to order with an opening prayer.

1. Recognition: Nick Anderson shared the publicity of GRACE teacher, Jacky Cramer, celebrating her 53-year teaching tenure. Mrs. Cramer was featured on WLUK's "Making a Difference" segment ([LINK HERE](#)).
2. St. Benard Catholic School: Interim Principal David Gusloff was welcomed and introductions commenced. Interim Principal Gusloff proceeded to express his thankfulness for the opportunity to lead the school in this role and provided an overview of strengths and opportunities he has witnessed. In part, the school is re-engaging its Site Advisory Council due to changes in membership; embracing Fr. Adam Bradley, the new St. Bernard Parish priest; enhancing community engagement; and sustaining and growing the school's excellence in terms of faith formation and academic achievement. President Desotell commended Mr. Gusloff on his strong contributions in his new role to date and shared that he has been an apt and eager learner with the myriad of responsibilities involved in this leadership role.
3. Minutes: Motion made by Marv Wall and seconded by Ed Kippley to approve the August 15, 2023 Board meeting minutes. Motion carried. Motion made by Marv Wall and seconded by Leah Cohen to approve presented meeting minutes of the Committees. Motion carried.
4. President's Report: Kim Desotell presented her report and highlighted the following.
  - a. Enrollment: Third Friday enrollment statistics were shared and discussed.
  - b. New Family Referral Incentive: The first year of the GRACE-wide incentive program was well received. Referral data was shared. The program will continue.
  - c. Little Saints Child Care: An update on Child Care was provided. This initiative continues to evolve. The Center serves GRACE employees as a priority and then a hierarchy follows based on capacity/resources: Holy Family Catholic School families, GRACE Schools families, GRACE parish families, and community members. There continues to be a vision of a second site on the east side of Green Bay.
  - d. Project Elevate: A formal project has commenced at St. Thomas More Catholic School to focus attention and investments into elevate: student achievement, family engagement, professionalism and school brand.
  - e. Holy Cross Facilities: The Holy Cross community continues its visioning as led by the parish to address aging facilities. Community meetings have occurred. Superintendent Drew Mulloy is serving as the conduit to administration.
  - f. Parenting Workshops: Information was shared concerning the October 19<sup>th</sup> Confident Parenting in the Digital Age Parent Workshop which will be held at Resurrection Catholic Church. A second parent workshop will be held in spring (details to be announced) which is anticipated to feature well known speaker, Sister Pat McCarthy.Discussion followed. In part, a suggestion was made regarding opportunities to promote teacher experiences within their school community to support understanding and communication.

5. Board of Trustees Chair Report: Nick Anderson reported on the following:
  - a. Membership Update: The current roster of trustees and committees was shared. Dan Bins has joined the Facilities Committee to leverage his skills in this area. Amy Pautzke has resigned from the Board. Appreciation was extended for Amy's years of service.
  - b. Annual Appeal: Participation in the Annual Appeal was encouraged and the to date percentage of participation was shared.
  - c. Strategic Plan: The 90-day progress check-ins of the current 2022-24 plan remain valuable to maintaining the momentum of actions to the focus areas. However, even longer-term planning (i.e. 5 year, 10 years, etc.) is to be addressed. All trustees were asked to reflect on visionary ideas for the system- aiming high. Trustees were asked to email thoughts at any time. In addition, the next 90-day meeting of the Strategic Planning Team in December will be expanded to include all trustees to begin formal work on elevated visioning.
  - d. Site Advisory Councils (SACs): Nick Anderson will begin to attend SAC meetings to support and strengthen the ongoing partnership. Extending appreciation, providing education and enhancing communication are focus areas to future understanding and transparency. Discussion followed.

Kim Desotell shared that the GRACE Winter Newsletter is anticipated to be "business" themed and will provide integral articles on various business and finance aspects to system.

6. Committee Reports:
  - e. Development: Kelly Williams reported that the meeting has met and guiding principles and boundaries are being established. Future information will be provided at the December meeting. Discussion followed.
  - f. Education: Sue Amtmann reported
    - i. Catholic Identity: Catholic Identity Tool #2 is in place this year which focuses on Curriculum; Benchmarks; Development and Advancement. The Board will receive the final report in spring from the outcome of this important assessment and evaluation process using this tool.
    - ii. Strategic Plan: Action Plan A3 has been reworded to allow for a broader focus. The Action Plan now reads: Develop process and methodology to measure, grow and expand curriculum, instruction and assessment through collaborative, faith-filled teams with a focus on Catholic Social Teachings.
    - iii. Voice of the Customer: The Committee is working on details in anticipation to launch the survey for feedback collection from December 1-10, 2023.Sue Amtmann also highlighted information on GRACE: Gold Summer Camp, professional development involving Lectio Divina, curriculum focus areas, and new Technology Integration Specialist hire. Discussion followed regarding GRACE: Gold.
  - g. Facilities: Kim Desotell reported that work continues involving the FOCUS- Facilities and Operations Condition Update Survey. Data has been submitted. Site visits and digital images are being secured. A master report per site will be developed and shared. Drew Mulloy is replacing Melissa Wolcanski on this Committee as the GRACE leadership point person.
  - h. Finance: Marv Wall reported on the Fiscal Year 2022-23 Financial Audit which resulted in a clean opinion. Highlights of the audit were presented. Kim Desotell reported that at her check out meeting with the auditors they positively commented on structure, team and personnel, and checks and balances that are in place. Discussion continued regarding the Choice reserve. Motion made by Nick Anderson and seconded by Sue Amtmann to approve the Fiscal Year 2022-23 Financial Audit and Management Letter. Motion carried.

- i. Governance: Nick Anderson reported that the Committee has met and began work on its focus areas of bylaws, President evaluation process, and Board talent and succession.
7. Other: Kim Desotell reported that tours are being scheduled with the new Diocesan Office of Catholic Schools Superintendent, Dr. Becky Walker. All trustees are welcome to attend any tour and the schedule will be shared electronically for sign up. President Desotell also reported on ongoing work involving family engagement in relation to school site participation in SCRIP, fundraising and service hours. Discussion followed.
8. Adjournment: The meeting was adjourned at 7:50 p.m.

Next Meeting: December 12, 2023