

GRACE Board of Trustees
December 10, 2024
Minutes
6:30 p.m., GRACE Riverside Office

Present: Sue Amtmann, Nick Anderson, Dan Bins, Eric Guzowski, Ed Kippley, Chet Lamers, John Peterson, Samantha Wagner, Marv Wall

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

Not Present: Bridget Erwin, Kelly Williams

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

1. Minutes: Motion made by Marv Wall and seconded by Chet Lamers to approve the October 8, 2024 Board meeting minutes and the presented Committee meeting minutes. Motion carried.
2. President's Report: Kim Desotell presented her report and highlighted the following.
 - a. Annual Report 2023-24: The Annual Report was reviewed. It is available electronically at gracesystem.org | [About GRACE](#) | [Annual Report](#). The Report was shared with the Board of Directors at their recent meeting on December 4th.
 - b. Gym Facility Project: The Board of Directors approved at its December 4th meeting to initiate fundraising for the project facility project at St. John Paul II Classical School. A proxy letter is being sent to Bishop Ricken for final permission.
 - c. Compensation Campaign Feasibility Study: Bishop Ricken's approval of the proxy has been received subsequent to the Board of Directors approval at its October 31st meeting. Partners in Mission has been engaged. The plan is for the study to be completed before the April Board of Directors meeting.
 - d. Open Positions: A potential candidate for the St. John Paul II Classical School Headmaster position is discerning application and as part of that discernment will be shadowing at the school. Madeline Janssen resigned from her role as Director of Marketing and Communications. A temporary team is in place to support marketing and communications in the interim. Nate Tackaberry is leading the search and applications are already under review. The search for an Executive Director of Learning has been paused and will be restarted in spring. Discussion followed regarding recruitment and retention.
 - e. Academic Calendar 2025-26: The calendar is nearing completion pending additional details. The Board will receive the proposed calendar electronically for e-vote in order to be able to provide it to families as soon as possible.
3. Board of Trustees Chair Report:
 - a. School Safety: Nick Anderson presented the School Safety Plans, School Safety Drill Logs, School Safety Written Drill Evaluations, and School Security Assessments for action. Discussion ensued given review by the Trustees. Motion made by Eric Guzowski and seconded by John Peterson to approve the School Safety materials contingent on follow-up with Father Allouez Catholic School to identify that a required drill occurred in November (this verification and update was completed on December 11, 2024). Motion carried.
 - b. Board of Directors Meeting Update: Nick Anderson reported on the meeting proceedings in which the Board elected officers, approved the slate of Consultants and Trustees, and approved the 2023-24 audit. As reviewed in President Desotell's report, the gym addition fundraising proxy was also approved.

4. Committee Reports:

- a. Governance: Nick Anderson presented the SAC Bylaws Template. The committee has designed the template to standardize elements yet still allow for flexibility and customizations by each SAC. Discussion followed. The SACs are aware the template is forthcoming, and it would be appropriate to launch it at the SAC's spring workshop which is conducted in person. Motion made by Chet Lamers and seconded by Ed Kippley to approve the SAC Bylaws Template. Motion carried.
- b. Development: Kim Desotell reported that the Committee will reconvene after the Partners in Mission (PIM) representative visits. Nate Tackaberry is continuing to onboard and is acclimating to his role as Executive Director of Advancement.
- c. Finance:
 - i. Financials: Marv Wall reviewed the October financials citing two months of school operations. The number of students along with staffing is in alignment with budget. Choice reserve continues to be monitored.
 - ii. Cost to Educate: Melissa Wolcanski presented the cost to educate per student information based on 2023-24 audited financials.
 - iii. Tuition Rates: Melissa Wolcanski presented the 2025-26 tuition rates which reflect a 2.5% proposed increase citing the range of increase. Discussion followed. Further discussion ensued regarding the promotion of the value of a GRACE Catholic School education.
- d. Education: Sue Amtmann reported that the Committee sent a letter to each principal to convey appreciation for their strong leadership efforts. Accompanying the letter was the school's last Catholic Identity Tool summary and Voice of the Customer Survey principal's summary. Each school leader was asked to share with the Committee a brief statement of a joy that they were thankful for from work on the WRISA project. Sue Amtmann also reported on the Committee's recent meeting with the Director of Student Services, James Cullen, and provided an update on Professional Learning Communities. Discussion followed regarding the need for school counselors.
- e. Facilities: Chet Lamers reported that he met with Melissa Wolanski and that the Committee's continued work will be integrated with, and complement, safety efforts. Matt Riebe, Director of Athletics and Activities is assuming retiring Lisa Niemuth's role on the St. Michael Safety Team and his involvement will also be paramount due to safety with after hours athletics and activities. Chet, Melissa, Matt, and Lisa will be meeting next week.

5. Other: Chet Lamers, his wife and mother, were acknowledged for receipt of this year's [Notre Dame School of De Pere's Volunteer Award](#). Gratitude was extended. Nick Anderson announced that January 3rd is the official last day for retiring Director of Development, Lisa Niemuth, and Board acknowledgement will be extended.

6. Adjournment: The meeting was adjourned at 8:05 p.m.

Next Meeting: December 10, 2024