

HOLY FAMILY BOARD OF EDUCATION

MEETING MINUTES

School Cafeteria

January 8, 2024 at 6:30 p.m.

(Rescheduled to Jan. 22nd)

I. Call to order

- A. Prayer: Joe Stangler
- B. Roll Call

Board Members: Heather Cruz, Joe Stangler, Amy Casey, Nate Brever, Ben Mergen, Rebecca Wohletz, Aaron Goebel, Fr. Edward, Mary Sowada

Present: Aaron Goebel, Joe Stangler, Ben Mergen, Amy Casey, Rebecca Wohletz, Fr. Edward, Heather Cruz, Nate Brever, Mary Sowada

Absent:

II. Recommended Actions

A. Routine Matters

1. Approval of the Agenda - *Joe made a motion to approve, followed by Rebecca.*
2. Approval of Minutes from the December meeting - *Rebecca made a motion to approve, followed by Nate.*
3. Review of quarterly financial reports (October, January, April, year-end report in August) - *Past Due / Unsubsidized Tuition has now been reconciled. The church and school decided to not forgo collections. Otherwise all looks well.*

B. Updates/Continued Business

1. **Pastor Updates** - *Father congratulated Mary on her graduation of her master's degree. Snowball was a success, and the next big public relations are during Catholic Schools week. Drawings have been redone and will be brought to the next step. The campaign will begin in the spring, and hopefully by fall we can start the second phase of the timeline.*
2. Updates with new employment laws and staff work agreements - *Mary and Jan went through each employee's work agreements. Some rates were not correct based on how they were paid. Each employee will receive and sign off on their individual work agreements; each employee is different.*
3. Review changes to Employee Handbook; **2.6.1. Paid Personal and Sick Time** and **2.6.2. Paid Personal and Sick Time Defined**

C. New Business

1. Wellness Plan - *The cooks and Mary have been training in webinars for updating food options. A committee has also been created with staff, parents and students.*
2. **Snow Days/E-learning Days** - *Weather has been good, however, snow day folders will be sent home next week. No actual snow days have been built into the public school calendar. Joe made a motion to add 2 snow days to the calendar year, followed by Rebecca.*
3. Review registration process - *Review of the preschool registration, discussion was made to remove all day Tuesday & Thursday all day and half-day M, W, F. Potential option is to have a write-in option for families to accommodate flexibility.*
4. Discuss salary scale for 2024-2025 - *4% salary increase along with income and expenses for the 2024-2025 budget shows a deficit of \$16,700. Mary will keep updating as the school year progresses.*
5. 2024-2025 budget items for considerations/budget draft #1

III. Information and Proposals

- A. Pastor – moved to first agenda item
- B. Principal Update – *None*
- C. Committee Reports – Snowball - *Pro's and con's discussed.*
- D. Confidential Matters – *None*
- E. Parish Council Joint Meeting for next council meeting

IV. Next Board meeting: Mon., February 12th – 6:30 p.m.