

HOLY FAMILY BOARD OF EDUCATION

MEETING MINUTES

Main Floor (to be determined)

August 11, 2025 at 6:30 p.m.

I. Call to Order

A. Prayer: Mary Sowada

B. Roll Call

Board Members: Adam Brix, Amy Casey, Heather Cruz, Aaron Goebel, Michael Gondringer, Miles Vogel, Rebecca Wohletz, Fr. Edward, Mary Sowada

Present: *Adan Brix, Amy Casey, Heather Cruz, Aaron Goebel, Michael Gondringer, Miles Vogel, Rebecca Wohletz, Fr. Edward, Mary Sowada, Mary Gondringer.*

Absent: *Rebecca Wohletz*

II. Recommended Actions

A. Routine Matters

1. Approval of Agenda: *Amy made a motion to approve the agenda, seconded by Miles.*
2. Approval of Minutes from June meeting: *Aaron made a motion to approve the minutes, seconded by Heather.*
3. Budget Review of year-end 2024-2025 financials: *There was a net income from the budget. A new walk-in freezer will need to be purchased. Capital Campaign funds are also looking well.*

B. Updates/Continued Business

1. Building project/Capital Campaign - Design of the Holy Family: *A few design changes were suggested, Mary Gondringer will make the changes and will email out the changes. Bids have gone out. 100% of the tuckpointing will be completed to the building. Discussion was made about increasing the endowment funds if the 1million dollar match could be reached and the raised funding for the completed project would come in under projected budget. The campaign has started to go back to donors a second time.*
2. Grant updates: *Mary applied for the Albany Mutual Telephone and Stearns Electric Grants. We were awarded \$500 from Stearns Electric.*
3. Enrollment: *We made our goal of 125 total students!*
4. Programming - Discuss Preschool student to teacher ratio: *Currently our preschool admission states that an aide will be in assisting classes of 9 or more children. Amy made a motion to change the preschool enrollment from 9 to 11 prior to hiring an aide to assist in the room, seconded by Miles.*
5. Staffing positions: *Mary has posted the open positions for the secretary position, para position and also the full time substitute position.*
6. Parade and summer bazaars: *The parade went well, but there was too much candy. Will discuss better marketing ideas for next year to hand out.*

C. New Business

1. Understanding HFS FMLA (Family Medical Leave Act) policy
2. Distribute: Board of Ed. New Contact List, Board Sub-Committees and discuss Board Meeting Dates & Prayer Rotation List:
3. Election of Board Officers - Chair, Vice-Chair, Secretary: *Amy made a motion to elect Aaron as chairperson, Michael as Vice-Chair, and Heather as Secretary seconded by Adam.*

III. Information and Proposals

- A.** Pastor - *All things new will be hosting a new session in September. Middle and High School engagements are being looked at. Seven Dolors will be the hosting parish for big feast days. Each parish would be held responsible for their own funding and budget. Common funding will be used to pay secretaries/musicians. The proposal will be brought to the diocese starting at the beginning of the year, which can be a long process. Father brought up the dedication for the 2026-2027 school year with the Bishop. The first mass of the year was chosen for the dedication mass and ribbon cutting for the new building.*
- B.** Principal Update - Open House: *Not sure how this will look with construction. Either open house will be in the gym or in church. All families new or not will be encouraged to attend as there will be a lot of new information with changes for the school year.*
- C.** Committee Reports – *Golf tournament results, Fall Festival: Golf tournament went well, Fall Festival has met a few times, good ideas have been brought forward.*
- D.** Confidential Matters –

IV. Next Board meeting: Mon., September 8th – 6:30 p.m.