

GEHLEN CATHOLIC SCHOOL BOARD MINUTES

Thursday, May 8, 2025

The Gehlen Catholic Board of Education met on Thursday, May 8, 2025, at 6:00 p.m. in the Kolker Library/Media Center. The following members were present: Dr. Amanda Anderson, Mrs. Andrea Loutsch, Mr. Bryan Paulson, Fr. Doug Klein, Fr. Dan Greving, Mrs. Kara Hitchler, Mrs. Peggy Sitzmann, Mr. Todd Ellensohn, Mrs. Nikki Conger, Mr. Jose Munoz, Mrs. Kelsey Langel, Mr. Doug Klein, Mr. Joe Pohlen, Mr. Chris Koch and Mrs. Kathryn Langel. Also, in attendance were Mr. Matt Schilling, Mrs. Amy Jungers, Deacon Dan Goebel and Mrs. Allie Freking.

Mr. Ellensohn called the meeting to order at 6:01 PM.

Mrs. Kelsey Langel led the opening prayer at 6:01 PM.

Public Forum - none

Mrs. Kelsey Langel motioned to approve the April School Board meeting minutes. Mrs. Conger seconded the motion. All board members approved, and the motion carried.

Standing Reports -

- **President** – Dr. Anderson stated that she will change Brittany Galles to Ruba in her report.
- **Principals-**
 - Mr. Paulson encouraged the board to attend the school musical
 - Nothing new to report for Mrs. Loutsch
- **Finance** – Mr. Ellensohn has nothing new to report
- **Development and Enrollment Management** – Mrs. Jungers announced that Jason and Lindsay Anderson, and Bri and Eric Mitchell will be the Gehlen Ball chairs in 2026.
- **Technology** – Mr. Schilling is working with the AEA to run a cybersecurity assessment..
 - He mentioned that they need a new breaker box for the gym project. The electricians will be done next week, hopefully. Mr. Schilling also wants to hold a media day to test the new scoreboard before games start.
- **Campus Ministry-** nothing new to report from Deacon Dan
- **J-Club** – Mr. Paulson mentioned that the baseball and softball fields are ready to go. Just need to clean up around the batting cages
- **Fine Arts Boosters** – nothing new to report by Mrs. Jungers or Mrs. Hitchler
- **Standing Committees** –

- Buildings and Grounds – Mr. Klein said that he will email the board about the timeline of the gym project
- No other committees have anything to report

OLD BUSINESS

- Condo – Dr. Anderson informed everyone that it is furnished, and Landon stayed there this week
- Hiring policy - second reading – the board discusses changes to make to the procedures. After changing these, Mrs. Kathryn Langel will present it to finance and the board.
- Capital Campaign- The Vision Committee findings are being shown on the video board and presented by Mr. Ellensohn, Mrs. Sitzmann, and Mrs. Kelsey Langel
 - Mrs. Kelsey Langel discussed these findings and reviewed the maps of the renovation, addition, etc. She is comparing the needs of the survey results. After three meetings, the vision committee recommends working on the renovation of certain areas of the school. They also recommend adding on to the school.
 - 11.84 million total is needed for these 3 tiers.
 - Tier 1 includes an additional 7 classrooms (3 sections of K-4) and remodeling classrooms where needed.
 - Tier 2 includes upgrading locker rooms, bathrooms, art room, and parking lot (helps with the safety aspect). Also adding a multipurpose room.
 - Tier 3 includes an additional 3 classrooms. Also, they would be working on a sports complex infrastructure, which would lead to getting a complex someday if needed. (This includes sewer, grade, water, etc.)
 - Mrs. Kelsey Langel reiterated that the vision committee feels these are the school's most important needs. She states that Gehlen will use what we have and do appropriate expansions.
 - On behalf of the finance committee, Mr. Ellensohn mentions that a change happened after the vision committee met.
 - On Tier 3, they propose removing the prep for sports complex infrastructure from the campaign. The Finance committee recommends using Brauch Estate money to fund the infrastructure for the sports complex, as well as using other monies we have. Finance wants to focus on the remodel and expansion of classrooms. This would then be an 11.04 million dollar campaign (-\$800,000 after removing the infrastructure piece of Tier 3).
 - Mr. Ellensohn mentions that the FEH fee will be included in these tiers already
 - Rick and Mary Kneip and Mike and Kelli Langel are chairing the campaign, and they are also on the vision committee

Mrs. Conger motioned to approve the 11.04 Million Dollar Campaign, which includes the 3 tiers minus the sports complex infrastructure. Mrs. Kathryn Langel made a second motion. All board members approved, and the motion carried.

NEW BUSINESS

- Estate Contributions -
 - Finance recommends that \$1.5 million of the Brauch Estate be used towards the campaign.

Fr. Klein motioned to approve the use of \$1.5 million of the Brauch Estate toward the campaign. Mrs. Sitzmann made a second motion. All board members approved, and the motion carried.

Mrs. Kelsey Langel motioned to approve the reservation of \$800,000 of the Brauch Estate toward the sports complex infrastructure. Mrs. Sitzmann made a second motion. All board members approved, and the motion carried.

- Finance recommends that \$500,000 from the Brauch estate be moved into the Gehlen Endowment Fund.

Mrs. Conger made a motion to move \$500,000 of the Brauch estate into Gehlen's endowment. Mr. Klein made a second motion. All board members approved, and the motion carried.

- Land purchase—The cemetery has agreed with selling land, which would allow for 300 more years of plot growth. The cost of the 21 acres of land is \$20,000 per acre, equaling approximately \$420,000.

Mrs. Kelsey Langel made a motion to approve the use of the Brauch Estate funds for the purchase of 21 acres of land at \$20,000 per acre. Mrs. Sitzmann made a second motion. All Board members approved, and the motion carried.

- Expense Approval Policy- first reading— Mrs. Conger states that this policy is for checks and balances. We need to make sure we have a policy in place when having an audit. This will also put a policy in place of who is signing to approve high-dollar purchases for unbudgeted items. If it's in budget, it still needs to be double-checked before paying the invoice. This is the same as the current 2-factor POS process. This allows us to make sure all steps were met before all of the expenses are paid if audited. Dr. Anderson wants to review the Diocese policy as well. Tabled by Mr. Ellensohn
- Name the Gym Approval – Nick and Mary Hentges purchased the naming rights of the gym at the Gehlen Ball and want to name it Bill Dull Memorial Gym (a classmate of Nick's who passed away).

Mrs. Conger made a motion to approve the naming of the gym to the Bill Dull Memorial Gym. Mr. Munoz made a second motion. All Board members approved, and the motion carried.

- Capping classes – Dr. Anderson states that the vision committee asked about this since there is a demand for small class sizes from the survey. Mrs. Loutsch states that with ESA open to everyone, she is concerned that we need to know if we are capping class sizes or not. Mr. Paulson is concerned that when these kids get to high school, there won't be room, lockers, etc. Mrs. Loutsch said capping will make parents decide earlier if they are coming to Gehlen or not. Dr. Anderson wants to look at other schools and their capping policies. Mrs. Jungers suggests Kuemper Catholic would be a good option to check with, since they have a waitlist. Father Greving is requesting to review the Diocesan Policy for the applications/waitlist procedures.
- Academic Calendar 2025-2026 - The board reviewed the calendar that is included in the board packet.

Mrs. Hitchler made a motion to approve the 2025-26 Academic Calendar. Mrs. Peggy Sitzmann made a second motion. All board members approved and the motion carried.

- Graduating Seniors – Mr. Paulson presented the list of 2025 graduating seniors in the packet. Mr. Ellensohn encouraged the board to attend commencement on May 18.

No executive session was held.

Closing Prayer was led by Dr. Anderson.

Mrs. Peggy Sitzmann made a motion to adjourn the meeting at 7:49 PM. Father Greving made a second motion. All Board members approved, and the motion carried.

Allie Freking
Recording Secretary