

Ursuline Education Foundation
Canonical Stewards Meeting
Minutes of April 14, 2023

Present for the meeting were Sr. Ann Barrett, Win Bell, Sr. Mary Ann Dooling, John Grimes, Margaret Hesse, James MacLaren, Sr. Peggy Moore, Karen Mortillaro, Regina Sullivan and Erin Valentine.

After a prayer John presented the slate of officers for the Sponsors Council and the Ursuline Education Foundation; John Grimes, Chair, Regina Sullivan, Secretary and Sr. Mary Ann Dooling, Treasurer. The motion was made by Erin and seconded by James; all were approved.

John asked when the template for the bylaws and articles of incorporation would be ready. Lucie Huger has completed the first draft of these documents but work is still needed to be done on them. The expectation is still that all the schools will receive the template and complete the revision of their documents by the Spring of 2024.

Regina asked about a process whereby the stewards could help the schools nurture and insure successful succession planning for their boards. Does the provincial team do something now or is there anything the stewards can do? This will be discussed at a later date.

John then explained that three committees will be set up and each steward will be able to choose the committee they wish to be on. The three committees will be Mission, Governance and Finance. Once the stewards have an understanding of the work of each committee, they will make their choice in the fall. Three zoom calls will be set up to explain each committee.

Today's meeting is the first of the zoom calls and it is to explain the work of the Mission Committee. Karen began with a brief overview of the Ursuline Identity Assessment process. Identity assessments in our schools began in 2011 and have over the years developed into a significant process. The first cycle of the process as we know it today was 2016 - 2019 and the 2nd cycle is 2020 – 2024. Still to be included in Cycle II are Mount Merici, and the academies in New Orleans and Dedham.

The process includes a self-study and a report by the school, a visiting team assessment and report, a review and report from the stewards, an action plan by the school and an interim report by the school. The stewards on the Mission Committee study the school's Self-Study report and the Visiting Team's assessment report; they then review it with the rest of the stewards and make recommendations. A letter is then sent to the school with the stewards' comments. Difficulties can occur when a school does not agree with the Visiting Team's report, but open, honest communication is important in this process. The Ursuline Identity Assessment is most significant in the school's accountability to the Canonical Stewards.

The stewards have been given the Self-Study and Visiting Team report for Ursuline Academy, St. Louis, to review. A letter will be sent to Ursuline Academy of St. Louis indicating that the Canonical Stewards have received the school's Self-Study and Visiting Team Report and will review it in the near future.

Again, it was suggested that there be a place where all the UEF documents and reports can be held for easy access by the stewards. James suggested his daughter could be of help with this holding place.

The next meeting of the Canonical Stewards will be August 18th at 10:00 am. This meeting will focus on the work of the Governance Committee.