**Holy Trinity Board of Education Meeting Minutes**

**August 10, 2017**

**Regular Session**

* The meeting was called to order at 6:02 PM by President, Ryan Fox
* Opening prayer - Fr. Michael Amadeo
* Roll Call
  + Members Present: Fr. Michael, Dr. Anne Franklin, Ryan Fox, Molly Pigneri, Tom Sherzan, Melissa Garton, Chris Nigg, Sheila Goode, Jolene Edgington, Erin Grillot
  + Members Absent: Chris Cowherd
  + Staff Present: John Mertes
  + Recording Secretary, Susan Fenton
* Approval of Agenda
  + Sheila Goode moved to approve the agenda. Thomas Sherzan seconded the motion. Approval of the agenda passed on a voice vote.
* Open Forum
  + No report
* Review of Board Minutes
  + Molly Pigneri moved that the minutes from the June 8, 2017 board meeting be approved. The motion was seconded by Chris Nigg. Minutes approved on a voice vote.
* Administrative Reports
  + Principals Report - Dr. Anne Franklin
    - Enrollment
    - Dr. Franklin reported that enrollment for the 2017-2018 school year is 436 students with 2 students pending. The 2016-2017 enrollment was 438.
    - Completed summer projects
      * DK Room wall removed and abatement of asbestos is complete
      * Repair of front sidewalks
      * Sidewalk slabs replaced around the campus
      * New bell system, speakers, call boxes, wiring, console is now installed throughout the entire building
      * New paint in the school office, hallways and parish office hallway doors
      * Reupholster bin coverings in the school office and wall art will be installed
      * New security camera on the North field thanks to a Prairie Meadows grant
    - Projects in progress and pending projects
      * Parking lot lines are being painted
      * Woodchips to be delivered
      * HVAC in Building A
      * New band shelves
    - Past events
      * Popsicles with the Principals was successful
    - Upcoming events
      * Teachers report to school
      * First day of school
      * Beaverdale Fall Festival
      * HT School Walk-a-thon
      * Professional development for the upcoming school year
      * Mission Statement: Focus on creating a positive culture of collaboration centered on the belief that ALL students can and will learn at high levels.
      * Focus on:
        + Faith Journey
        + Professional learning communities
        + Meeting the needs of all students.
  + Religious Education/Faith Formation Report - John Martes
    - Three months under his belt.
    - John reported on a successful VBS week.
      * 170 volunteers and students participated
      * Hearing good feedback from the students and parents
      * Thankful for the 5 parishioners that helped pull the VBS together before John arrived
      * 19 people are headed to the National Catholic Youth Conference (NCYC) on November 16-18 in Indianapolis
      * Focus
      * Faith formation
      * Catechists
      * Sacramental preparation
      * Goals for the parish
      * VBS inclusion for all students who attend Holy Trinity Parish
      * Universal forms that are simpler and easier to understand
      * Language that is understood by everyone especially in the confirmation process.
  + Pastor Report
    - Fr. Michael discussed the Annual Diocesan Appeal numbers
    - Father discussed the July 1 - 4 National Convocation on Evangelization Conference in Orlando, FL
      * 17 leaders from the diocese attended
        + Focus on Encountering Jesus
        + Millennials and immigrants
        + Missionary Disciple
        + Listen
        + Connect with active, fringes and absent parishioners
        + Engage by establishing trust, by first hearing their story and then we share our story.
      * Pastoral Center Renovation is in the final stages. Should be moved back into the Center by Thanksgiving 2017.
      * Visioning process
        + Dr. Jeff Johnson, facilitator of the visioning process met with the Board of Ed and Finance Council on August 8, 2017. He provided a summary of the results to the leaders.
        + On Sunday, August 20, 2017 a community wide meeting will be held in the church where Dr. Jeff Johnson will present specific details of the report. The meeting begins at 3:00 PM.
      * Parish events
        + Parish garage sale netted $12,600
        + VBS 100 children and 40 adult volunteers
        + Parish directory - most slots were filled. A make up session will be held in mid-September for those who missed the July sessions.
        + Saturday, August 26, 2017 is the parish blood drive.
        + Sunday, September 10, 2017 is the sacrament of confirmation celebration
        + Friday, September 15 - Saturday, September 16 is the Beaverdale Fall Festival.
      * Youth Ministry
        + Youth of our parish will be washing parishioners windshields after all masses. The money raised will help pay for the NCYC in Indianapolis.
        + Jon Leonetti will be stepping down from the position of parish youth minister. Potential candidate is to be interviewed on August 11, 2017.
* Liaison reports
  + - Athletics: Dr. Franklin met with David Kerr to discuss ideas
    - Parish Finance: No Report
    - School Finance: Discussion of teacher salaries
    - PTO: No Report
    - Technology: Computer lab upgrades, chrome books and inventory were discussed
    - Enrichment: Summer Spanish Camp went well and discussion about establishing a Spanish Club at the school. Continue with Girls on the Run, Lego Club, Chess Club
    - Marketing and enrollment: No Report
* Committee Reports
* Alumni: No report
* Policy and Personnel: No Report
* Old Business - No Report
* New Business
* The School Improvement Advisory Council met and discussed ways to increase communication between the school and church.
* Board Subcommittees - need new committee membership because of board members term has expired and new board members.
  + Athletics: Melissa Garton, Thomas Sherzan
  + Alumni: Erin Grillot, Melissa Garton, Chris Cowherd
  + Enrichment: Melissa Garton, Chris Nigg, Erin Grillot
  + Enrollment: Sheila Goode, Jolene Edgington, Chris Cowherd
  + Marketing: Molly Pigneri, Erin Grillot
  + School Finance: Chris Cowherd, Ryan Fox, Thomas Sherzan
  + Parish Finance: Ryan Fox, Chris Nigg, Thomas Sherzan
  + Policy and Personnel: Ryan Fox, Sheila Goode, Molly Pigneri, Jolene Edgington
  + PTO: Melissa Garton, Molly Pigneri
  + SIAC: Melissa Garton, Chris Cowherd, Jolene Edgington
  + Technology: Chris Nigg, Chris Cowherd
  + Wellness (new committee required by state law): Melissa Garton, Chris Cowherd, Jolene Edgington
  + Enrollment and placement policy was discussed
* Next meeting: Thursday, September 14, 2017 at 6:00 PM
* President’s Report - Due to lateness of the hour, the President did not report.
* Adjournment: Chris Nigg made a motion to adjourn the meeting and Thomas Sherzan seconded the motion. The motion passed on a voice vote and the meeting was adjourned at 8:00 PM
* Closing Prayer: Father Michael Amadeo