**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