

Holy Trinity Parish Board of Education
January 14, 2021
MEETING MINUTES - DRAFT

- I. **Opening Prayer:** Brant led the group in prayer
- II. **Roll Call**
 - A. **Members Present:** Monica Morrison, Brant Kahler, Brittany Bungert , Mike Johnson, Tom Satterstrom, Susan Fenton, Christa Baker, Matt Koester, Shane Ramaeker, Rebecca Hunt
 - B. **Members Absent:** Father Mark
 - C. **Staff Present:** Andrea Carmichael, Elizabeth Brott, Delaney Lynch
 - D. **Recording Secretary:** Erin Grillot
 - E. **Guests:** None
- III. **Approval of Agenda:** Shane motioned to approve the agenda; Matt and Tom seconded the motion
- IV. **Review & Approval of Board Minutes from [November](#):** Under 4a: Fix “Christ” to “Christa”. With that fix, Shane motioned to approve the minutes; Rebecca seconded the motion
- V. **From Brant:** Congratulations to Monica on appointment to principal. Discussion on logistics for February meeting. Will continue on Zoom for now.
- VI. **Administrative Reports**
 - A. Fr. Mark (on Retreat): No Report
 - B. Religious Education [Report](#): Digital Report
 - C. Engagement & Marketing [Report](#): Delaney Reporting
 1. 411 enrollment
 2. Ad campaign running
 3. Discussion on status of Gala for this year
 4. Enrollment begins on January 29th for current family and the 31st for the public
 5. Discussion on Out of Parish tuition

- D. Principal's [Report](#): Monica reporting
 - 1. Event/Activities updates
 - 2. Roles/Responsibilities/Hiring update
 - 3. Assessments (ISASP)
 - 4. Professional Development and Student Success Teams (SST)
 - 5. Catholic Schools Week/Upcoming Events

VII. Standing Committee Updates

- A. Enrichment
 - 1. Have not met since last meeting
- B. Marketing & Enrollment: Delaney Reporting
 - 1. Met in November
 - 2. PTO/Parent Ambassadors (Susan)
 - 3. Community Garden (Tom)
 - 4. Increase our positive reviews/stars (Brittany)
- C. Policy & Personnel: Christa Reporting
 - 1. No update; Up to date on policy review
- D. School Finance: Christa Reporting
 - 1. Update on financial status from Mary
- E. Nomination Committee: Matt Reporting
 - 1. Plan to meet in the next few weeks

VIII. Liaison Committee Updates

- A. Athletics: No Update
- B. Alumni: No update
- C. Faith Formation: No Update
- D. Finance Council (Parish): No Update
- E. PTO: No Update
- F. Technology: No Update

IX. New Business

X. Old Business

- A. Follow-up re: COVID-19 Communications Discussion from November Meeting
- B. Thank you to Brittany and Christa for all their help with communications. Seems clearer and smoother.

XI. Open Forum

XII. Adjournment: Tom motioned for approval; Christa seconded the motion

XIII. Closing Prayer