**Holy Trinity Parish Board of Education**

**October 10, 2019**

**6:00 p.m. Media Center**

1. **Opening Prayer:** Fr. Mark
2. **Roll Call**
   1. Members Present: Fr. Mark, Erin Grillot, Shane Raemaker, Susan Fenton, Mike Johnson, Christa Baker, Brant Kahler
   2. Members Absent: Matt Koester, Tim Hanrahan, Jolene Edgington
   3. Staff Present: Dr. Anne Franklin, John Mertes, Delaney Lynch, Teri Durbala, Andrea Carmichael
   4. Guests:
   5. Recording Secretary: Anne Broderick
3. **Approval of** [**Agenda**](https://docs.google.com/document/d/14XVEQ7g2963SX0iRtXlPg67HU9Q_lUANaJIr8k4GMWI/edit?usp=sharing) ( Susan Fenton--motion, Shane Raemaker--second)
4. **Review & Approval of Board** [**Minutes**](https://docs.google.com/document/d/1nRg0jzkeZ15Vnzzpp10MC2OvD3shZotWAlppcsV_wk0/edit?usp=sharing) **from September** ( Susan Fenton--motion, Brant Kahler--second)
5. **Open Forum**
   1. None
6. **New Business**
   1. Diocesean Strategic Planning [Update](https://drive.google.com/file/d/1s5IenatvGt4SNCntkEK6j11r_EakgOQt/view?usp=sharing)
      1. Town halls at parishes with diocese leadership
      2. HT representation is strong on sub-committees
      3. Will wait and see if there are any changes under new bishop
7. **Administrative Reports**
   1. Principal’s [Report](https://docs.google.com/document/d/1jVaScLwmtlG7cCAD2xCVGrO4FI6LfW6rFurEP26BTBc/edit?usp=sharing)
      1. Great job at math night--appreciated it
      2. Considering doing video clips of teachers “ed talks” maybe 3 minutes in length for parents and as marketing tool
      3. Vertical alignment with Dowling (math)
      4. Trunk or Treat...maybe a Board of Ed trunk?, (handout flyers too?). If available, please let Erin know.
   2. Pastor’s [Report](https://docs.google.com/document/d/1-xNyU2ZLdnke_QTCi3lERz2mj3XGjutTKafGgeS3Ob4/edit?usp=sharing)
      1. Plaza dedication on November 10th, at 10:30 mass, all invited!
   3. Religious Education [Report](https://docs.google.com/document/d/1JveEF_W6fTX0kIYVR5LCtTORdED8gZWUno7Eis4DMow/edit?usp=sharing)
      1. Deacon Randy, licensed therapist, When Low is to Low, for middle and high school students and parents, Faith Formation on November 6th, all parents invited too.
   4. Director of Engagement [Report](https://drive.google.com/open?id=1U2syOdh1Rlf8lCn-yqNED2IOJ0dud5Hr)
      1. Marketing updates...grandparent postcard and flyers, consistent and appropriate messaging
      2. Some uptick in social media, wings being shared, encouraged board members to be active in reviewing and sharing social media (below)
      3. Shared about on going work, 5-year plan for marketing
      4. New student starting
8. [**Committee Reports & Updates**](https://docs.google.com/document/d/1tIgjvwFOq_CkLAMn_Ddg1o6S8hvpbGXzC_EobUuUC4I/edit?usp=sharing)
   1. [Goals](https://docs.google.com/document/d/1pQiCYoFQWO0l7e3EFFrk1ObssfcY3lX6leFZRS5TcOk/edit?usp=sharing) for 2019-2020
   2. FAQs/Transition Documents
      1. Would like all to committees to complete a 1-2 page transition documents:  what did your committee do this year, prepare a report, history of what has happened
      2. Suggestion from Dr. Franklin..Maybe a google doc on your drive for your group...notes, links, agenda all in one, most current information at the top of document
   3. Enrichment--no update
   4. Marketing & Enrollment
      1. BOE action items--liked/followed--Instagram, Facebook, Twitter, please interact--like and share!
      2. E-mail to come, asking you to write a review on different aspects (Niche, Great Schools, Facebook and Google), staggered reviews over the year
   5. Policy & Personnel
      1. Vote on revised [constitution](https://drive.google.com/file/d/18ptfbIJU4rD7HNHkiWflBp9ZwhZDA1Sr/view?usp=sharing)
         1. Approved nomination change last time, need to approve full constitution ( Shane Raemaker--motion, Christa Baker--second)
         2. Will be sent on to diocese to make sure it is ok with the change
         3. Then will announce to parish and vote again
   6. School Finance--no update--meeting in the next few weeks
9. [**Liaison Committee Reports & Updates**](https://docs.google.com/document/d/1tIgjvwFOq_CkLAMn_Ddg1o6S8hvpbGXzC_EobUuUC4I/edit?usp=sharing)
   1. Athletics--
   2. Alumni--can we use new logo for alumni page, yes--please do
   3. Centennial Celebration
   4. Faith Formation
   5. Finance Council (Parish)
   6. PTO
   7. Technology
   8. Nominating (tentative--see updates)
      1. would like to create in order to streamline process and recruit qualified candidates for the board
10. **Old Business**
    1. PTO/Boutique Discussion Follow-Up
       1. No recommendation at this point, Erin will draft  response to PTO
11. **Adjournment** ( Christa Baker --motion, Brant Kahler--second)
12. **Closing Prayer**