

Holy Trinity Board of Education Meeting Minutes
December 6, 2018
Regular Session

I. Opening Prayer: Father Mark

II. Roll Call:

Members Present: Molly Pigneri, Jolene Edgington, Chris Nigg, Thomas Sherzan, Susan Fenton, Matt Koester, Erin Grillot, Anne Franklin

Excused: Mike Johnson and Sheila Goode

Staff Present: John Mertes, Melissa Heller, Andrea Carmichael

Recording Secretary: Sherri Long

III. Approval of Agenda

Chris Nigg made a motion to approve the agenda. Thomas Sherzan seconded the motion.

IV. Review of Board Minutes

Thomas Sherzan made a motion to approve the minutes from the November meeting. Susan Fenton seconded the motion.

V. Administrative Reports

A. Principal's Report: Anne Franklin reporting

1. Enrollment update – 2018/19 school year – Down one from the last report; enrollment at 428; one new student beginning January 3 (1st grade)
2. The Walk-a-thon raised \$22,680 in profit. Funds raised will be used to support STEM at Holy Trinity.
3. Thanksgiving Feast was a success serving almost 700 meals.
4. The PS/DK Fun Night HT500 (riding toys) was held in November., Upcoming events include: Advent craft and Santa in December, and kindergarten room exposure (large motor movement room, game room, read aloud) first reconciliation, band and choir concert, K-2 Christmas concert, PS4's open house, Iowa assessments and Catholic Schools week begins January 25.

B. Religious Education Report: John Mertes reporting

1. Faith Formation update: 47 families are preparing for First Reconciliation and First Eucharist. The sacrament of Reconciliation will be celebrated on December 1st and December 8th.
2. Adopted a family of 4 for advent. Students did shopping and wrapping for the family.
3. Starting the process of writing a grant to purchase 50 new Catholic Children's Bibles and 50 new Catholic Youth Bibles. Total cost is approximately \$3,000.
4. Informational meetings for 9-12 graders will be held in February or March for NCYC and Steubenville Conference. NCYC is in Indianapolis and the Steubenville Conference is in Springfield, MO.
5. In the process of reorganizing the faith formation committee. The committee will be charged with brainstorming and visioning for faith formation for all generations. Planning to start the meetings in March.

- C. Pastor's Report: Fr. Mark Neal reporting
 - 1. Expect to begin construction of the plaza project in Spring 2019. The project is expected to take 3 months to complete.
 - 2. Planning to send out time and talent surveys again.
 - 3. Facilities committee is moving ahead with the master plan.
- D. Marketing/PR Report: Melissa Heller reporting
 - 1. First year for 100% completion of e-registration.
 - 2. Melissa reported on all the different events she has assisted with as well as upcoming events.
 - 3. Beginning to plan new marketing materials.
 - 4. Collecting bids from vendors for the website redesign, hoping to finalize prior to Christmas and begin work in March after registration.

VI. Old Business

First reading of BOE Constitution was held. Comments provided.

VII. New Business:

The next meeting is January 10 at 6:00 p.m.

VIII. President's Report: No update

IX. Committee Reports

- A. Alumni: No update
- B. Policy & Personnel: Molly is working through BOE eligibility. It was determined that we should go back to previous wording to align with Diocesan policy.
- C. Enrichment: Began preparation of code of conduct. Will present at next meeting.
- D. Marketing: See report from Melissa Heller.

X. Liaison Reports

- A. Athletics: Mr. Nash reported things are going well. Still looking for volunteers for girls BB tournament on 12/15. Boys BB tournaments will be held on February 2 and February 16.
- B. Parish Finance Council: No update
- C. PTO: No update.
- D. School Finance Council: No meeting
- E. Technology Committee: No update

XI. Adjournment: Molly moved to adjourn the meeting. Jolene seconded the motion.