

Holy Trinity Board of Education Meeting Minutes
August 8, 2019
Regular Session—6:00 pm

Meeting was called to order at 6:00pm by Erin Grillot

- I. Opening Prayer:** Erin Grillot
- II. Roll Call**
 - a. Members Present: Christa Baker, Susan Fenton, Erin Grillot, Tim Hanrahan, Mike Johnson, Matt Koester, Shane Raemaker
 - b. Members Absent: Fr. Mark Neal, Brent Kahler, Jolene Edgington
 - c. Staff Present: Dr. Anne Franklin and John Mertes
 - d. Guests: None
 - e. Recording Secretary: Susan Fenton
- III. Approval of Agenda**
 - a. Susan Fenton made a motion to approve the agenda; Mike Johnson seconded the motion.
- IV. Open Forum:** None
- V. Review of Board Minutes**
 - a. Matt Koester made a motion to approve the minutes from the June meeting. Mike Johnson seconded the motion.
- VI. New Business**
 - a. Erin Grillot presented information on board of education policies, the diocesan board manual and format for board meetings, agendas and updates
 - b. Next meeting: Thursday, September 12, 2019 at 6:00 PM. Father Mark Neal will be presenting information on board policies and visioning process.
 - c. A board recording secretary volunteer is still needed for the 2019-2020 meetings.
 - d. Discussion of membership of board of education standing committees:
 - i. Enrichment Committee: Erin Grillot, Tim Hanrahan, Mike Johnson, Matt Koester
 - ii. Marketing and Enrollment: Jolene Edgington, Susan Fenton, Erin Grillot, Brant Kahler
 - iii. Policy and Personnel: Christa Baker, Jolene Edgington, Tim Hanrahan, Shane Ramaeker
 - iv. School Finance: Christa Baker, Erin Grillot, Mike Johnson, Shane Ramaeker
 - v. Nomination Committee (tentative): Susan Fenton, Erin Grillot, Brant Kahler, Matt Koester
 - e. Discussion of membership of liaison committees:
 - i. Alumni Organization: Erin Grillot, Tim Hanrahan
 - ii. Athletics: Christa Baker, Shane Ramaeker
 - iii. Centennial Celebration: Erin Grillot
 - iv. Faith Formation: Mike Johnson, Susan Fenton
 - v. Parish Finance Council: Jolene Edgington, Brant Kahler
 - vi. PTO: Mike Johnson, Jolene Edgington
 - vii. Technology Committee: Christa Baker, Matt Koester
- VII. Old Business**
 - a. BOE Constitution – discussion and review of sample language on board of education nominations. No vote was taken.

VIII. Administrative Reports

- a. Principal's Report/Marketing: Anne Franklin reporting
 - i. Upcoming school events summary
 - ii. Discussion of school masses being moved from Wednesdays to Fridays
 - iii. Enrollment: 404 students (427 was the number of students end of school May 2019)
 - iv. Current school enrollment director has submitted resignation. A new marketing, enrollment, fundraising, public relations and events staff person will be announced soon.
- b. Religious Education: John Mertes reporting
 - i. Vacation Bible School update; 186 attendees and leaders attended this year
- c. Pastor's Report: Building repairs and maintenance continue; plaza is near completion and ceremony will be held later this fall; update in September on visioning committee

IX. Committee Reports

- a. Enrichment: No update
- b. Marketing and Enrollment: Update provided in Principal's Report
- c. Policy & Personnel: No Update
- d. Enrichment: No Update

X. Liaison Reports

- a. Athletics: No update
- b. Alumni: No update
- c. Centennial Celebration: No update
- d. Faith Formation: No Update
- e. Finance Council (Parish): No update
- f. PTO: Karen Zwier has agreed to serve as PTO President
- g. Technology: No update

XI. Adjournment

- a. Matt Koester made a motion to adjourn; Mike Johnson seconded the motion.

XII. Closing Prayer:

- a. Erin Grillot provided the closing prayer.