

Holy Trinity Board of Education Meeting Minutes
September 13, 2018
Regular Session

Deleted: August 9,

I. **Opening Prayer:** Fr. Mark Neal

II. **Roll Call:**

Members Present: Molly Pigneri, Sheila Goode, Chris Nigg, Jolene Edgington, Thomas Sherzan, Susan Fenton, Mike Johnson, Matt Koester, Erin Grillot, Fr. Neal, Dr. Anne Franklin
Staff Present: John Mertes, Jennifer Hopkins,
Recording Secretary: Sherri Long

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Guest Present: Dr. Tracy Bonday, Diocesan,
Superintendent of Schools ¶

III. **Approval of Agenda**

Erin Grillot made a motion to approve the agenda. Mike Johnson seconded the motion.

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Deleted: Thomas Sherzan

IV. **Review of Board Minutes**

Susan Fenton made a motion to approve the minutes from the August meeting. Sheila Goode seconded the motion.

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V. **Administrative Reports**

A. Principal's Report: Anne Franklin reporting

1. Enrollment update – 2018/19 school year – up three students; enrollment at 426.
2. Beginning of the year success – positive response from new staff to orientation/onboarding; successful welcome back night; first middle school retreats of the year completed and well received. So far it has been a smooth transition to the PBIS behavior systems, which pre-teaches frontload positive behaviors and moving away from the word "infraction".
3. Upcoming events include Walk-a-thon which is October 20; book fair; conferences; and Grandparents Day on Oct. 19.
4. Anne reviewed the Diocesan AdvancEd Initiative. This is a system-wide accreditation. Holy Trinity will still be a state accredited school. This is a bonus accreditation. School site visits are scheduled for April 29-May 1. Unsure if Holy Trinity will be picked as one of the schools to visit. Holy Trinity is scheduled for a visit on October 4 by an ELEOT observation tool team. This is a learner-centric classroom observation tool that comprises 28 items organized in seven environments aligned with the AdvancED Standards and Indicators.

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3. Review of completed projects throughout the summer including projects required due to flooding at the end of June ¶
4. Review of past events: popsicles with the principal and pastor ¶
5. Review of upcoming events: new teacher orientation, teachers report, first day of school, Fall Festival ¶
6. Review of 2018-2019 initiatives ¶
7. Hiring of Title 1 math teacher

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B. Religious Education Report: John Mertes reporting

1. Faith Formation update: Parish mission with Jesse Manibusan, was well received and attended. Decreasing attendance each night. Jesse presented at the school on Monday, September 10. Feedback has been positive.

2. Faith formation orientation is September 19th; formation begins September 26th.

C. Pastor's Report: Fr. Mark Neal reporting

1. Fr. Neal began having lunch with students and will continue in the coming weeks.
2. A letter regarding the visioning process and the plaza project will be distributed in the church bulletin the weekend of September 15-16. Currently focusing on timing and what can realistically be done. Plaza project looks to be a spring/summer project.

VI. Old Business

Thomas Sherzan reported the initial review of the BOE constitution and policies is complete. The initial draft will be presented at the October meeting. Discussed whether the old Board or new Board should pick the President, Vice President and Secretary of the Board. There were inconsistencies in the constitution. The consensus was the old board should make these decisions as they are most familiar with the members.

VII. New Business:

Much of the meeting was centered on the different subcommittees as well as the liaison committees; discussing what is a liaison committee and what is a BOE subcommittee. It was decided that the following are BOE subcommittees: alumni, policy and personnel, enrichment and marketing. The liaison committees are: athletics, parish and school finance council, PTO and technology.

VIII. President's Report: Molly discussed streamlining the committees by asking the presenter to provide notes in advance of the meeting and indicate whether or not they will have anything to report. If so, to provide a short report in writing in advance of the meeting much like the principal's report. Enrollment will no longer be a subcommittee as it falls under the marketing category. Also discussed holding the BOE meetings monthly or every other month. Meetings will continue to be held monthly.

IX. Committee Reports

- A. Alumni: No meeting has been held
- B. Policy & Personnel: Discussed the policy changes being reviewed as well as updating the policies every five years.
- C. Enrichment: Erin reported the chess club had eight kids attend the last meeting, which included some new kids. The chess club from St. Francis reached out regarding the possibility of having a chess tournament in the spring among the parochial schools. Chris and Erin will meet with Megan Fox to discuss PTO enrichment versus BOE enrichment and report back in October.
- D. Marketing: Discussed having Melissa Heller attend the BOE meetings and reporting just as John Mertes does for Faith Formation

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3. 200 volunteers and children participated in Vacation Bible School in July.

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VI. Committee Reports

- A. Alumni: No report
- B. Enrichment: No report
- C. Enrollment: No report
- D. Finance (School): No report
- E. Policy & Personnel: No report

VII. Liaison Reports

- A. Athletics: Mr. Nash is the new athletic director
- B. Marketing: No report
- C. Finance Council (Parish): No report
- D. PTO: No report
- E. Wellness: No report
- F. Technology Committee: No report

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Deleted: assignments of board members to the various committees. Assignments are as follows:

X. Liaison Reports

- A. Athletics: Thomas reported that volleyball season has begun. Basketball registration is in a couple of weeks.
- B. Parish Finance Council: Thomas reported the finance council reviewed the visioning process and year-end budget.
- C. PTO: Molly attended the PTO meeting. Walk-a-thon is October 20; funds raised will be used for STEM; there will be a dance instead of a carnival; shortening the walk to approximately 1.2 miles. Increasing admission for the Holiday Boutique to \$5. Homeroom parents meeting scheduled for September 25th and Trunk or Treat is scheduled for September 28th.
- D. School Finance Council: No report
- E. Technology Committee: No report
- F. School Improvement Advisory Committee (SIAC): No report

XI. Adjournment: Erin moved to adjourn the meeting. Thomas seconded the motion.

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Board of Ed Committees¶
Alumni - Erin, Matt¶
Enrichment - Chris N, Erin¶
Enrollment - Sheila, Jolene¶
Finance (School) - Thomas, Matt, Mike¶
Policy and Personnel - Molly, Sheila, Jolene¶
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Liaison Committees¶
Athletics - Thomas, Mike¶
Marketing - Molly, Erin, Susan¶
Parish Finance - Thomas, Mike¶
PTO - Molly, Susan¶
SIAC - Chris N, Jolene, Sheila¶
Wellness - Mike J and Susan F¶
Technology - Chris N, Matt¶

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