

## Holy Trinity Parish Board of Education

Agenda | April 2, 2020

6:00 p.m., via Zoom

### I. Opening Prayer--Father Mark

### II. Roll Call

Members Present: Erin Grillot, Susan Fenton, Matt Koester, Brant Kahler, Christa Baker, Shane Raemaker, Mike Johnson, Jolene Edgington, Fr. Mark

Members Absent: Tim Hanrahan

Staff Present: Dr. Anne Franklin, Teri Durbala, Delaney Lynch, Jodi Safris, Andrea Carmichael, and John Mertes

Guests: None

Recording Secretary: Anne Broderick

### III. Approval of Agenda (motion--Mike Johnson, second--Jolene Edgington)

### IV. Review & Approval of Board Minutes from [February](#) (motion--Brant Kahler, , second--Shane Raemaker)

### V. Open Forum --none

### VI. Administrative Reports--many thanks to the administration and teachers for their work and leadership in this difficult time

#### A. Principal's [Report](#)--

1. Trying to be transparent with everything, but if there are specific things you want, please let Anne know. Webinar--went well, happy to do it again. Webinars are uploaded to the distance learning site. Any criticisms? Mixed--some want more, some its too much. We can be flexible, give yourself grace, do what you can. Checked out devices to those who requested. Request to ensure that the information from the Webinar, key takeaways is sent out to parents. They have reached out to people who have not gotten online much at this point.
2. Discussed some of the options as the school closure continues. Anne is meeting 4/3 with the task force. We do not have to make up the school days based on what they have been doing. Will communicate changes in the future.
3. Teacher contracts have not gone out. Letters of intent were all returned, but two staff changes (one-middle school Spanish, she let student families know).

#### B. Pastor's [Report](#)

1. Interviews for principal and assistant principal, hoping to know by Monday
2. Question about budget because of circumstances...tithing? Tuition? ACH--continuing, there is a donation button; tuition--those lagging are one who were lagging before. Gala--2 options, rescheduling maybe to coordinate with 100 years, or going to an online donation offering. Probably would be better live than not--would make more money.
3. Any savings--maybe some in utilities, not a huge expense though. Is postponing gala a cash flow issue--going to discuss 4/3 in meeting. Problems will come if people stop

tithing or paying tuition. We could put together a parent/board message about the importance of continuing tuition payments (Brant Kahler will lead this)

C. Religious Education [Report](#)

1. Faith Formation--sacraments and retreats postponed until we know how we can move forward with rescheduling. Will make blessing cups happen one way or another. May need to be part of regular mass if necessary. Some groups will be meeting together via Zoom with their catechists.
2. Vacation Bible School--scheduled for July. Hoping we get to do it. Holding off on applications, etc.
3. Parish mission in November 2020--Doug Brummel, excited about what he can bring to HT.

D. Director of Engagement [Report](#)

1. Numbers are good from enrollment stand point--similar to this year
2. Discussed what HT did to get message out during this time--updates to the website, etc. Lot of work--system is at max-capacity
3. Lots of work behind the scenes has been happening during this time! Thanks to all with their extra efforts.

**VII. [Committee Reports & Updates](#)**

A. [Goals](#) for 2019-2020

1. Try to touch base and check-in, but will worry about that in the future as life settles down.

B. Enrichment

C. Marketing & Enrollment

D. Policy & Personnel

E. School Finance

F. Nomination Committee

**VIII. [Liaison Committee Reports & Updates](#)**

A. Athletics

B. Alumni

C. Centennial Celebration

D. Faith Formation

E. Finance Council (Parish)

F. PTO

G. Technology

H. Visioning

**IX. New Business**

A. Secretary Election

1. Need someone to sign the constitution. Nominated--Brant Kahler, all approved (via chat feature).

**X. Old Business**

A. [BOE Constitution](#)

1. Vote on it. Motion to approve (Brant Kahler--motion, Jolene Edgington--second) Approved (via chat feature). Will then do an electronic vote at some point?

**XI. President's Report**

1. Calendar--on hold waiting for official news about August 23 as first official start date. Has it completed questions of whether it should be sent out because of our current situation. Won't be the early outs this year, will be embedded in full-day PDs. Discussion about when to send out calendar, maybe say it will be sent out later, as things flush out this year.
2. May meeting--Erin will check in as we get closer if we are able to meet in person or Zoom, May 14th. President and Vice-President for next year, please pray on that. Nomination forms from the discernment, we will have a recommendation for candidates, chance for input.

**XII. Adjournment** (motion--Christa Baker--moved, Brant Kahler--second)

**XIII. Closing Prayer**