**Holy Trinity Board of Education Meeting Minutes**

**2017 November 9**

**Regular Session**

***Opening Prayer:*** Ryan Fox

President Ryan Fox called the meeting to order at 6:04 PM

***Roll Call:*** Members present: Dr. Anne Franklin, Ryan Fox, Molly Pigneri, Tom Sherzan, Chris Nigg, Jolene Edgington, Erin Grillot, Sheila Goode, Melissa Garton.

Staff Present: John Mertes, Kandice Roethler, Mrs. Hopkins, 5th grade teacher

***Approval of Agenda:*** It was moved and seconded by Chris Cowherd and Molly Pigneri that the meeting’s agenda be approved. The motion passed on a voice vote.

***Open forum:*** None

***Review of Board Minutes from the previous meeting:*** It was moved and seconded by Erin Grillot and Jolene Edgington that the previous meeting minutes be approved. The October 12, 2017 minutes were approved on a voice vote.

***Administrative Reports:***

Principal’s Update: Dr. Anne Franklin

* Current enrollment is 436 (one student higher than last year at this time)
* Past events – the book fair was open for three events this fall – Grandparents Day, Walk-a-Thon and Parent/Teacher conferences. Sales from the book fair raised nearly $5,500.
* Upcoming events – The Beaverdale Holiday Boutique will be held on Friday, November 10 and Saturday, November 11. The Holy Trinity Thanksgiving Feast will be held on Thursday, November 16, 2017.
* Dr. Franklin provided information on instructional rounds.

Religious Education/Faith Formation Report: John Martes

* An update was provided on the Youth Ministry Program and efforts to hire a youth minister.
* National Catholic Youth Conference will be held in Indianapolis on November 15 – 18. Fifteen youth and four adults from Holy Trinity will be going to the event.
* Trivia Night was a great success and raised $1,100 after expenses.
* Ideas were discussed on service projects for advent.

Pastor’s Report:

Diaconate ordination will be held at St. Ambrose Cathedral on December 22, 2017.

Visioning process implementation committee members: Len Cockman, Facilitator, Fr. Michael Amadeo, Dr. Anne Franklin, Dave Leto, Janice Megel, John Mertes, Mary Ann Nielsen and John O’Halloran.

Upcoming advent and holy days of obligation masses were discussed.

Father will be attending the Fall Assembly of US Conference of Catholic Bishops on November 12 – 15 in Baltimore MA.

***Liaison Reports:***

* Athletics: No report
* Marketing and Enrollment: Discussions on continuing marketing ideas and efforts.
* PTO: The school is looking for a co-leader for PTO
* SIAC/Wellness: No report
* Technology: No report

***Committee Reports:***

* Alumni – No Report
* Enrichment – No Report
* Enrollment – Ambassadors met at a house party hosted by the Cowherd family to discuss ways to mentor and engage new parents.
* Enrollment policy – No report
* Finance – No report
* Policy and Personnel: No report

***Old Business:*** 2nd reading - Changing funeral leave policy to bereavement leave (424.4) was read a second time. Chris Cowherd and Sheila Goode moved and seconded the change in policy. The policy change was adopted on a voice vote.

***New Business:***

* Committee roles and responsibilities were discussed.
* Next meeting is Thursday, December 12 at 6:00 PM

***President’s Report:*** None

***Adjournment:*** It was moved and seconded by Tom Sherzan and Molly Pigneri to adjourn the meeting. The motion passed on a voice vote. Meeting adjourned at 6:50 PM.

***Closing prayer:*** Father Michael offered the closing prayer