**Holy Trinity Board of Education Meeting Minutes**

**2017 October 5**

**Regular Session**

***Opening Prayer:*** Ryan Fox

President Ryan Fox called the meeting to order at 6:03 PM

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

Members Absent: Melissa Garton

Members Excused: Father Michael Amadeo

Staff Present: John Mertes and Andrea Carmichael

***Approval of Agenda:*** It was moved and seconded by Chris Nigg 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 Tom Sherzan that the previous meeting minutes be approved. The September 14, 2017 minutes were approved on a voice vote.

***Administrative Reports:***

Principal’s Update: Dr. Anne Franklin

* Current enrollment is 435
* Past events - feedback was provided on Grandparent’s Day changes
* Upcoming events - Update on Parent Teacher Conferences, Walk-a-thon and Trunk or Treat
* Dr. Franklin provided information on early childhood literacy screening

Religious Education/Faith Formation Report: John Martes

* An update was provided on the Youth Ministry Program

Pastor’s Report: No Report

***Liaison Reports:***

* Athletics: No report
* Marketing and Enrollment: Melissa Heller is actively looking for parishioners to volunteer to assist with website development, photography and writing
* Finance Council: Salary information was discussed, HVAC system start date, parish sign update
* PTO: No report
* SIAC/Wellness: No report
* Technology: Discussion of technology including smart boards and hyper stream

***Committee Reports:***

* Alumni – No Report
* Enrichment – No Report
* Enrollment – Discussion of new family orientation and the current enrollment policy
* Finance – No report
* Policy and Personnel: funeral leave was discussed

***Old Business:*** None

***New Business:***

* Committee roles and responsibilities were discussed.
* Next meeting is November 9, 2017 at 6:00 PM

***President’s Report:*** None

***Adjournment:*** It was moved and seconded by Chris Cowherd and Tom Sherzan to adjourn the meeting. The motion passed on a voice vote. Meeting adjourned at 7:45 PM.

***Closing prayer:*** Ryan Fox offered the closing prayer