**Holy Trinity Board of Education Meeting Minutes**

**2017 September 14**

**Regular Session**

***Opening Prayer:*** Fr. Michael Amadeo

President Ryan Fox called the meeting to order at 6:06 PM

***Roll Call:*** Members Present: Fr. Amadeo, Dr. Franklin, Ryan Fox, Molly Pigneri, Tom Sherzan, Melissa Garton, Chris Nigg, Jolene Edgington, Erin Grillot

Members absent or excused: Sheila Goode (excused)

Staff present: John Mertes, Kandice Roethler, Andrea Carmichael and Dr. Brian Becicka

***Approval of agenda:*** It was moved and seconded by Chris Cowherd and Chris Nigg 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 Chris Cowherd and Molly Pigneri that the previous meeting minutes be approved. The August 10, 2017 meeting minutes were approved.

***Administrative Reports:***

Principal’s update: Dr. Anne Franklin

* Current enrollment is 434
* Holy Trinity received the Favorite School for the 2nd year in a row from the Des Moines Parents Magazine Reader’s Choice Award
* An update on past events was given
* Upcoming events: Discussion of the Fall Festival, Walk-A-Thon, Book Fair, Conferences and Grandparents Day

Religious Education/Faith Formation: John Martes

* Thirty-nine young people were confirmed on Sunday, September 10. Next year’s confirmation date is set for October 18, 2018.
* Faith formation has begun. Almost 100 children in grades 1 – 8, have registered
* This school year, the religion committee will be focusing on Eucharistic adoration.
* Susan O’Brien has accepted the position of Faith Formation Administrative Assistant
* Sixteen youth and four adults from the parish will be heading to Indianapolis on November 15 – 18 for the National Catholic Youth Conference.

Pastor’s Report: Fr. Michael Amadeo

* Diaconate ordination will occur on December 22, 2017 at St. Ambrose Cathedral.
* Visioning Process: On August 20, 2017, one hundred and twenty-five parishioners attended the release of the recommendations by Dr. Jeff Johnson.
* The Visioning Process leadership team is working to develop committees, objectives and how to measure success in many of these areas:
	+ Ensure that the parish remains a key player in the life and vitality of the greater Beaverdale community.
	+ Position catholic education as a core tenant of Holy Trinity’s identity, without diminishing parish families who choose to send their children to public schools.
	+ Market the story of Holy Trinity with deliberate word choices.
	+ Offer and sustain targeted ministry opportunities for all parishioners.
	+ Develop a master plan for physical plant changes.
* Improve the process of honoring, onboarding and transitioning volunteers.
* Fr. Michael will be attending workshops and retreats on October 1 -5 and October 5 -13.

***Liaison Reports:***

* Athletics: no report
* Finance Council: wrapping up end of year expenses
* School Finance: No Report
* PTO: discussion of SCRIP and the Walk-A-Thon
* Technology and Enrichment: Discussion of technology needs and replacement
* Marketing and Enrollment: Discussion of mentoring new families

***Committee Reports:***

* Alumni: No Report
* Policy and Personnel: See old business

***Old Business:***

* Discussion of enrollment policy

***New Business:***

* Next meeting is on Thursday, October 5 at 6:00 PM. The meeting has been moved up one week in order to accommodate school conferences

***Adjournment:***

* Chris Nigg and Chris Cowherd moved and seconded that the meeting adjourn. The motion passed on a voice vote. Meeting adjourned at 7:40 PM.

***Closing prayer*** was lead by Fr. Michael Amadeo