

HOLY TRINITY CATHOLIC SCHOOLS, INC.
Board of Education Meeting
January 24, 2022

The regular meeting of the Holy Trinity Catholic School Board was called to order at 7:03 pm Monday, January 24, 2022 by President Loren Menke at the Holy Trinity Elementary School Library. Father Dan Dorau led the group in an opening prayer.

Roll Call: Present: Fr. Dan Dorau, Fr. Dennis Hoffman, Ryan Kruse, Kim Menke, Loren Menke, Amanda Older, Zach Pieper, Dan Steffensmeier, Leah Steffensmeier, Chad Ward. Absent: Fr. Joseph Phung

Approval of Agenda: There were no additions to the agenda.

A motion was made by Fr. Dennis Hoffman to approve the agenda as presented, seconded by Ryan Kruse. Motion carried unanimous.

Loren reminded the board that the next meeting will take place February 28th at the High School Spark Room with 6:00 pm work session and 7:00 pm meeting.

Loren also shared that the board received several thank you notes from teachers/staff in regards to the Christmas Bonus. Those who sent thank you notes were: Jerry Kruse, Julie Meir, Tracee Guzman, Eileen Medland, Elizabeth Scheetz Paula Sholl, and Melissa Pieper.

Loren also wanted to thank Jameson Denning for helping shovel snow and also for Mason Roach on the radio talking about his Nepal trip.

Minutes: A motion was made by Dan Steffensmeier to approve the minutes from December 20, 2021, seconded by Zach Pieper motion carried unanimous.

Welcome Guests/ Comments from Audience: Loren welcomed the guests, including Linda Peitz, Savannah Strunk, and Angie Holland

There were no other comments.

New Business:

- A. Fundraiser Request Post Prom-** Post prom would like to have a chicken dinner fundraiser. **A motion was made by Chad Ward to approve the post prom fundraiser, seconded by Kim Menke.**
- B. Contract- Sabrina Menke- Counselor-** A motion was made by Leah Steffensmeier to approve Sabrina Menke's contract, seconded by Ryan Kruse. **Motion carried unanimous.**
- C. 1st Reading Policy 203.10**
- D. 1st Reading Policy 203.17**
- E. 1st Reading Policy 203.18**
- F. 1st Reading Policy 203.20**
- G. 1st Reading Policy 230.21**
- H. 1st Reading Policy 208.0**
- I. 1st Reading Policy 211.10**

J. 1st Reading Policy 211.40

K. 1st Reading Policy 211.50

L. 1st Reading Policy 211.70

M. 1st Reading Policy 211.80

N. 1st Reading Policy 212.0

O. New Policy 203.22- Family Accounts Board

P. New Policy 203.23- Catholic Identity Committee

A motion was made by Fr. Dan Dorau to approve the 1st reading of the policies with the exception of policy 203.18, seconded by Dan Steffensmeier. Motion carries unanimously.

Q. 2nd Reading 316.0

A motion was made by Ryan Kruse to approve the second reading of policy 316.0 and waive the 3rd reading, seconded by Chad Ward. Motion carried unanimously.

R. 2nd Reading 414.10

A motion was made by Fr. Dennis Hoffman to approve the 2nd reading for policy 414.10 and waive the 3rd reading, seconded by Amanda Older. Motion carried unanimously

S. Corporate Resolution – HTC School West Addition- Contract with Invision Architecture for Design and Cost estimate of the West Addition to the Elementary Building in the amount of up to \$30,000.00. Loren Menke, HTC School Board President is authorized to execute the contract on behalf of the corporation.

Payment will be made from HTC Elementary Campaign Fund.

A motion was made by Dan Steffensmeier to approve the corporate resolution, seconded by Ryan Kruse. Yes: Fr. Hoffman, Ryan Kruse, Kim Menke, Amanda Older, Zach Pieper, Dan Steffensmeier, Chad Ward. No: Fr Dan and Leah Steffensmeier. Motion carries 7-2.

T. Fundraiser Request- History Club Brunch after church and a soup dinner. The History club would like to have a soup supper on January 28th after 4:00 mass in St Paul and brunch on February 27th. Fr. Dan said the history club will need to reach out to Carol Snaadt to confirm the dates.

A motion was made by Kim Menke to approve the soup supper and a brunch fundraiser after mass, seconded by Zach Pieper. Motion carried unanimously.

Administration Reports:

- A. *Early Childhood Center-*** written report submitted. Savannah said they opened preschool and prekindergarten registration and the 3-year-olds are full with a waitlist 3 students in West Point preschool. They are interviewing an associate this week. Closed West Point pre school this week due to low numbers.
- B. *Elementary and Junior/Senior High School- Amy Bautista- K-6 Principal:*** written report submitted. End of 2nd quarter reports went out on Friday the 21st, instead of Wed. the 19th to allow students and staff time to recover from lost instructional days due to closures on the 13th and 14th. Students and staff have done a lot of great service work. The search for a maintenance manager continues. We have had several applications, offered the job to a qualified candidate but turned it down. The 5th and 6th grade have been working hard preparing for Science Fair and the Spaghetti Dinner being held on February 9th. Ms. Zillman the new 3rd grade teacher has adjusted well in her new position. New desks, chairs and tables have been delivered. **Craig Huebner- 7-12th Principal/CAO-** written report submitted.
- C. *Marketing Director-Judi Dinwiddie-*** written report submitted.

- D. Admissions- Sasha Rea-** written report submitted. Gaining a new student on 1/31/22
- E. Business Manager- Nicole Holtkamp-** Nicole presented the bills for general and activity accounts for January along with the financial statements. A motion was made by Chad Ward to approve the January bills and financial statements, seconded by Dan Steffensmeier. Motion carried unanimous.

Committee Reports:

A. Standing Committees

- i. Finance and Budget- Loren Menke, Ryan Kruse, Dan Steffensmeier, Chad Ward-** staying after meeting to present budget and will be on agenda at February meeting.
- ii. Buildings and Grounds- Ryan Kruse-** nothing to report
- iii. Policy – Loren Menke, Kim Menke, Fr. Joseph Phung-**continuing to work on updating policies
- iv. Technology – Loren Menke, Fr. Dan Dorau, Zach Pieper –** nothing to report
- v. Marketing- Kim Menke, Fr. Dennis Hoffman, Zach Pieper –**meeting Wednesday January 26th.
- vi. Curriculum- Loren Menke, Dan Steffensmeier, Zach Pieper-** Meeting Feb 8th at 4:30
- vii. Health / Wellness / Safety- Leah Steffensmeier, Chad Ward-** update policy at next meeting
- viii. Catholic Identity- Father Dan Dorau, Father Dennis Hoffman, Father Joseph Phung, Leah Steffensmeier-**nothing to report
- ix. Family Accounts Board-Loren Menke and Ryan Kruse-** nothing to report
- x. SIAC- Loren Menke, Dan Steffensmeier-**nothing to report

B. Organizations-

- i. Foundation Board- Chad Ward-**nothing to report
- ii. TAPS-Kim Menke-** met a few weeks ago, pizza fundraiser, carnival 1st Friday in May
- iii. Athletic Board- Ryan Kruse-** Cake auction will be January 28th planning on stripping and finishing the gym floor in Ft Madison and update the speaker system
- iv. Music Boosters Loren Menke-**report from Maria
- v. Rodeo- Loren Menke-** nothing

Adjournment: A motion was made by Leah Steffensmeier to adjourn the meeting at 7:59 pm seconded by Fr. Dan Dorau. Motion carried unanimous.

Closing Prayer: Fr. Dennis Hoffman

Respectfully submitted by Nicole Holtkamp Business Manager