

**HOLY TRINITY CATHOLIC SCHOOLS, INC.**  
**Board of Education Meeting**  
**January 23, 2023**

*The regular meeting of the Holy Trinity Catholic School Board was called to order at 7:03 pm Monday, January 23, 2023, by President Ryan Kruse at the Holy Trinity High School Spark Room. Father John Stack led the group in an opening prayer.*

**Roll Call:** Present: Fr. Dan Dorau, Ryan Kruse, Alan Menke, Kim Menke, Amanda Older, Fr. Joseph Phung, Zach Pieper, Stephanie Schinstock, Fr. Stack, Dan Steffensmeier, and Chad Ward. Absent: none

**Approval of Agenda:** Adding under new business Item C #2, John Goetz Golf Coach, Item C #3 Loren Menke Softball Coach.

**Zach Pieper made a motion to approve the amended agenda, seconded by Stephanie Schinstock. Motion carried unanimously.**

**Minutes:** Chad Ward made a motion to approve the minutes from December 19, 2022, meeting, seconded by Amanda Older. Motion carried unanimously.

**Welcome Guests/ Comments from Audience:** Ryan welcomed guests including Linda Peitz, Savannah Strunk, and Angie Holland.

No Comments from Guests.

**New Business:**

**A. Fundraiser Request: Post Prom**

1. Charleston Chicken Dinner- April 2<sup>nd</sup>
2. Mailing Letters to Businesses for Post Prom Donations

**Kim Menke made a motion to approve the Post Prom Fundraiser Requests, seconded by Zach Pieper. Motion carried unanimously.**

**B. Fundraiser Request:**

1. Junior Class- Soup Supper at Senior Night Friday January 27<sup>th</sup>

**Stephanie Schinstock made a motion to approve the Junior Class Fundraiser Request, seconded by Kim Menke. Motion carried unanimously.**

**C. Co-Curricular Contracts:**

1. Sara Mueller- Speech Advisor
2. John Goetz- Golf Coach
3. Loren Menke- Softball Coach

**Chad Ward made a motion to approve the Co-Curricular contracts, seconded by Kim Menke. Motion carried unanimously.**

- D. Education Savings Account Update- Mr. Huebner:** Gave an update on the bill and said it is on the floor for debate. The Board may get questions regarding this. Mr. Huebner read the Governor's letter. Holy Trinity follows state testing, state guidelines, teachers are state credited, support the public systems and we

are held accountable by the state. The funds will go into a 3<sup>rd</sup> party account for student tuition, any unexpended funds go back to the general.

***Administrative Reports:***

- A. ***Early Childhood Center-*** written report submitted. Savannah said they completed the first month in Brighwheel payment system and still learning. Parents like that they can pay online. Sent survey for afterschool care in West Point. DHS is pleased with the progress being made at the ECC in West Point.
- B. ***Elementary and Junior/ Senior High School- Craig Huebner CAO- Elementary-***written report submitted. Return from Christmas Break has been great. The end of the 2<sup>nd</sup> quarter was on January 13<sup>th</sup>. Staff will be administering mid-year testing through renaissance to monitor student growth throughout the year. Catholic Schools Week will take place the first week of February. The leadership team continues to meet weekly to plan PD and work on needs at the elementary. The 100<sup>th</sup> day of school will take place on January 27<sup>th</sup>. We have begun to advertise for openings, currently looking at 3 elementary teachers. ***Jr./Sr. High School-*** written report. Fr. Stack came to the building on January 9<sup>th</sup> for Epiphany and blessed our building. Semester tests took place on the 9<sup>th</sup>-13<sup>th</sup>. Homecoming week went great. Each day the HS ran a modified schedule to allow for students to participate in Homecoming activities. Catholic Schools week first week in February and students will participate in activities all week to Celebrate Catholic Schools Week. Senior night will be on January 27<sup>th</sup> and juniors are planning a soup supper. Sabrina and Mr. Huebner have been working on a presentation for the students about bullying. The Frassati group will continue to pray the Rosary on the first Friday of each month in the Chapel.
- C. ***Marketing Director- Judi Dinwiddie-*** written report submitted. Christmas Festival on December 20<sup>th</sup> was very successful, we will look to make this an annual event. Free will donations were divided between Music Boosters, Culinary Club, History Club, and Elementary BOB. Working on Catholic Schools Week tab for Daily Democrat. Creating social media and print advertising spots for Kindergarten Round up. Alumni reception was held during Homecoming games at HTC Jr./Sr. High School. All classes were invited to attend. Blue and Silver: Finalized menu with Rita Holtkamp and reached out to Noisy Neighbors for Entertainment. Working on PowerSchool data migration.
- D. ***Admissions- Sasha Rea-*** written report submitted. Had a family reach out about possibly Foreign Exchange Students for next year. STO goal was met.
- E. ***Business Manager- Nicole Holtkamp-*** Nicole presented the bills for general and activity accounts for January along with the financial statements. Alan Menke made a motion to approve the January bills and financial statements, seconded by Kim Menke. Motion carried unanimously.

***Committee Reports:***

***A. Standing Committees***

***i. Finance and Budget: Ryan Kruse, Dan Steffensmeier, Chad Ward, Zach Pieper-*** met two times so far, next meeting is Thursday January 26<sup>th</sup>.

***ii. Buildings and Grounds- Ryan Kruse-*** nothing

***iii. Policy – Kim Menke, Fr. Joseph Phung, Alan Menke-***nothing to report.

***iv. Technology – Fr. Dan Dorau and Amanda Older –*** nothing to report

***v. Marketing- Kim Menke, Zach Pieper, Chad Ward –***nothing

***vi. Curriculum- Dan Steffensmeier, Zach Pieper, Stephanie Schinstock-*** nothing to report

***vii. Health / Wellness / Safety- Amanda Older-*** nothing to report

***viii. Catholic Identity- Father Dan Dorau, Father Joseph Phung, Father John Stack, and Stephanie Schinstock-***nothing to report.

***ix. Family Accounts Board-Ryan Kruse and Dan Steffensmeier-*** nothing to report.

***x. SIAC- Dan Steffensmeier and Alan Menke-***meeting February 9th

**B. Organizations-**

- i. Foundation Board- Chad Ward-**will meet 2/2/23.
- ii. TAPS-Kim Menke-** Pizza Fundraiser will be starting with pickup in April. TAPS helping with Catholic Schools Week.
- iii. Athletic Board- Ryan Kruse-** cake auction took place two weeks ago and was a success
- iv. Music Boosters Alan Menke-**getting ready for the musicals Elementary is performing Lion King and Jr./Sr. High is performing Shrek.
- v. Rodeo – Chad Ward-** nothing to report.

**Adjournment:** Stephanie Schinstock made a motion to adjourn the meeting at 7:39 p.m. seconded by Kim Menke. Motion carried unanimously.

**Closing Prayer Fr. Joseph Phung**

Respectfully submitted by Nicole Holtkamp Business Manager