

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

The regular meeting of the Holy Trinity Catholic School Board was called to order at 6:33 pm Monday, October 23, 2023, by President Ryan Kruse at the Holy Trinity Jr./Sr. High School Spark Room. Father Dan Dorau led the group in an opening prayer.

Roll Call: Present: Fr. Gary Beckman, Fr. Dan Dorau, Ryan Kruse, Alan Menke, Zach Pieper, Stephanie Schinstock, and Chad Ward. Absent: Amanda Older and Dan Steffensmeier. Kim Menke came in late.

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

Fr. Dan Dorau made a motion to approve the agenda as presented, seconded by Stephanie Schinstock. Motion carried unanimously.

Minutes: Chad Ward made a motion to approve the minutes from September 25, 2023, Regular Meeting, seconded by Fr. Dan Dorau. Motion carried unanimously.

Welcome Guests/ Comments from Audience: Ryan welcomed guests including Karen Schumaker, Kristy Adams, Emma Menke, Angie Holland and Savannah Strunk.

There were no other comments.

New Business:

A. Paul's Plumbing & Heating Proposal: Replace water heater at high school

This is tabled until the next meeting.

B. Fundraiser Request: Post Prom Charleston Chicken Dinner 12/3/23

Chad Ward made a motion to approve the Post Prom Charleston Chicken Dinner, seconded by Zach Pieper. Motion carried unanimously.

C. Fundraiser Request: Christmas Ornaments Student Council

Fr. Dan Dorau made a motion to approve the Christmas Ornaments Student Council, seconded by Chad Ward. Motion carried unanimously.

D. 3rd Reading: 203.19 Marketing and Admission Policy

Fr. Dan Dorau made a motion to approve the 3rd reading 203.19 Marketing and Admission Policy, seconded by Zach Pieper. Motion carried unanimously.

E. 2023-2024 TAPS Budget: Kristy Adams came in and presented the TAPS budget to the board and made clarifications on some of the questions from last month when it was tabled.

Chad Ward made a motion to approve the 2023-2024 TAPS Budget, seconded by Alan Menke. Motion carried unanimously.

F. Co-Curricular Contracts:

- 1. JH GBB-Dan Bendlage**
- 2. JVG-Kirsten Shaffer**

3. Asst. Girls-Shawn Hopper
4. JVB-Austin Merschman
5. Asst. Boys-Tom Merschman
6. Volunteer Asst-Mike Steffensmeier and Matt Linnenbrink

Zach Pieper made a motion to approve the Co-Curricular contracts as presented, seconded by Alan Menke. Motion carried unanimously.

Administrative Reports:

- A. **Early Childhood Center-** written report submitted. Completed the fall field trips in October to Appleberry Orchard. Butter braid fundraiser wrapped up today. ECC Christmas concerts will be in FM on December 13th at Sacred Heart Church and WP will have theirs on December 21st at St. Mary's.
- B. **Junior/ Senior High School- Craig Huebner CAO- Jr./Sr. High School-** written report. On October 4th staff had an all day Professional Development. October 5th was school pictures. NET retreat took place on October 6th October 20th the 5-8th graders participated in honor choir at Central Lee.
- C. **Elementary- Elizabeth Scheetz-** written report submitted. School Collection for Mass and dress down day money was raised for Operation Christmas Child. Kindergarten went to the fire station for Fire Safety Week. Held emergency drills on 10/11. 5th & 6th graders have begun Newspaper Club and learning about conducting interviews. Parent Teacher conferences were held on 10/18 and 10/19.
- D. **Marketing Director- Judi Dinwiddie-** written report submitted. Marketing/Admissions meeting was held on 10/24/23. Updated HTC promo video on City of FM website. *Working on NCEA report for the Diocese.*
- E. **Admissions- Sasha Rea-** written report submitted. 2023-2024 enrollment is 321 students. Had a family tour in October. Working on STO goal.
- F. **Business Manager- Nicole Holtkamp-** Nicole presented the bills for general and activity accounts for October along with the financial statements. Chad Ward made a motion to approve the October bills and financial statements, seconded by Stephanie Schinstock. Motion carried unanimously.

Committee Reports:

A. Standing Committees

- i. **Finance and Budget- Ryan Kruse, Dan Steffensmeier, Chad Ward, Zach Pieper-**meeting November 14th
- ii. **Buildings and Grounds- Ryan Kruse-**closer on finishing Daycare
- iii. **Policy – Kim Menke and Alan Menke-** nothing to report.
- iv. **Technology – Fr. Dan Dorau and Amanda Older –** nothing to report.
- v. **Marketing- Kim Menke, Zach Pieper, Chad Ward –**meeting 10/24/23 at 3:30
- 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, 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-**nothing to report.

B. Organizations-

- i. Foundation Board- Chad Ward-nothing to report.***
- ii. TAPS-Kim Menke- Pumpkin contest, and planning movie and glow party.***
- iii. Athletic Board- Ryan Kruse- nothing to report.***
- iv. Music Boosters Alan Menke-fruit, meat, and cheese fundraiser.***
- v. Rodeo – Chad Ward- Thank you to all the volunteers for the successful event.***

Adjournment: Chad Ward made a motion to adjourn the meeting at 6:49 p.m. seconded by Zach Pieper. Motion carried unanimously.

Closing Prayer Fr. Gary Beckman

Respectfully submitted by Nicole Holtkamp Business Manager