

HOLY TRINITY CATHOLIC SCHOOLS, INC.
Board of Education Meeting
November 27, 2023

The regular meeting of the Holy Trinity Catholic School Board was called to order at 7:03 pm Monday, November 27, 2023, by President Ryan Kruse at the Holy Trinity Elementary Cafeteria. Father Gary Beckman led the group in an opening prayer.

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

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

Chad Ward 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 October 23, 2023, Regular Meeting, seconded by Kim Menke. Motion carried unanimously.

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

Karen invited everyone on Saturday December 2nd 1-3 pm to McAleer Hall in Fort Madison, the school is hosting a reception and thank you to Mary Kay Bevering who served as school nurse volunteer for over 50 years.

There were no other comments.

New Business:

A. Certified Contract:

1. Megan Rempe- 2nd Grade Teacher 2nd Semester

Zach Pieper made a motion to approve Megan Rempe's contract for 2nd Grade Teacher, 2nd Semester, seconded by Alan Menke. Motion carried unanimously.

B. Non-Certified Contract:

1. Brittany Seaver- ECC Daycare Associate

Stephanie Schinstock made a motion to approve Brittany Seaver ECC Daycare Associate Contract, seconded by Amanda Older. Motion carried unanimously.

C. Co-Curricular Contract:

1. Dave Steffensmeier-JH Boys Basketball

Chad Ward made a motion to approve Dave Steffensmeier's JH Boys Basketball contract, seconded by Kim Menke. Motion carried unanimously.

D. Bid For the Water Heater

Alan Menke made a motion to approve the bid for the Water Heater at the high school with Paul's Plumbing, seconded by Fr. Dan Dorau. Motion carried unanimously.

Administrative Reports:

- A. ***Early Childhood Center-*** written report submitted. Savannah said everyone had a great Thanksgiving break, and now they are gearing up for the December activities.
- B. ***Junior/ Senior High School- Craig Huebner CAO- Jr./Sr. High School-*** written report. 5 students attended the FFA Convention in Indianapolis. November 3rd participated in state-wide curriculum meeting where the following topics were covered: science of reading, legislative topics 2024. On November 8th HS band, choir, NHS, and dance team helped with Veterans Day celebration. 5 students took the ACT on the 9th. Culinary Club began their annual Christmas tin sales. Sabrina and Mr. Huebner attended the District Career and Academic Planning meeting at the AEA on November 14th. The NHS induction took place on November 15th.
- C. ***Elementary- Elizabeth Scheetz-*** written report submitted. School collection for Mass and dress down day money has been raised for Operation Christmas Child and the Honor Flight. 5th and 6th grade's Newspaper Club is finalizing edits on their first publication. They interviewed staff members, took opinion polls, and wrote research articles about HTC and faith-based topics. HTC elementary Staff had Civilian Response to an Active Shooter training by the Iowa State Patrol on November 15th. HTC Veteran's Day Celebration events were successful, and it was an honor to host veterans, families, and members of the school community. Christmas Fine Arts- students are preparing a Christmas program and band concert for 12/10, along with performing in the musical "Elf" on 12/18.
- D. ***Marketing Director- Judi Dinwiddie-*** written report submitted. Updated HTC promo video is complete and is on the website and HTC social media. Elementary Christmas Festival is planned for 12/13/23. Working on Catholic Schools Week Tab for Daily Democrat.
- E. ***Admissions- Sasha Rea-***written report submitted. Held a shadow day on November 16th at the High School.
- F. ***Business Manager- Nicole Holtkamp-*** Nicole presented the bills for general and activity accounts for November along with the financial statements. Zach Pieper made a motion to approve the November bills and financial statements, seconded by Chad Ward. Motion carried unanimously.

Committee Reports:

A. Standing Committees

- i. Finance and Budget: Ryan Kruse, Dan Steffensmeier, Chad Ward, Zach Pieper-***met November 14th with Ann Menke's office along with the priests to get a background on the assessments.
- 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 1/9/24
- 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-***meeting Wednesday November 28th.

- ii. TAPS-Kim Menke- Poinsettias will be delivered Friday December 1st and the next meeting is December 6th.*
- iii. Athletic Board- Ryan Kruse- meeting November 28th.*
- iv. Music Boosters Alan Menke-Elf Musical is December 18th.*
- v. Rodeo – Chad Ward- Bobby Holtkamp is the new chair for Rodeo.*

Next meeting Wednesday December 20th at 7:00 pm in West Point.

Adjournment: Chad Ward made a motion to adjourn the meeting at 7:25 p.m. seconded by Zach Pieper. Motion carried unanimously.

Closing Prayer Fr. Dan Dorau

Respectfully submitted by Nicole Holtkamp Business Manager