

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

The regular meeting of the Holy Trinity Catholic School Board was called to order at 7:05 pm Monday, February 27, 2023, by President Ryan Kruse at the Holy Trinity Elementary Cafeteria. Father Joseph Phung 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, Dan Steffensmeier, and Chad Ward. Absent: Fr. John Stack

Approval of Agenda: Remove Item G: Synodal Summit Discussion and in place add 2023-2024 School Calendar

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

Minutes: Dan Steffensmeier made a motion to approve the amended minutes from January 23, 2023, meeting, seconded by Kim Menke. Motion carried unanimously.

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

No Comments from Guests.

New Business:

- A. Fundraiser Request: Softball**
 - 1. Bingo & Dinner at Lulac March 24, 2023**

- B. Fundraiser Request: Post Prom**
 - 1. Bingo at Lulac April 28, 2023**

- C. Fundraiser Request: Volleyball**
 - 1. Chicken Night at Cooper's Bar & Grill**
 - 2. Fun Golf Tournament 9 Holes at Green Acres**

- D. Fundraiser Request: Boys Basketball**
 - 1. Funding with Flowers**

Dan Steffensmeier made a motion to approve the Fundraiser Requests for Softball, Post Prom, Volleyball, and Boys Basketball, seconded by Amanda Older. Motion carried unanimously.

- E. 2022-2023 Co-Curricular Contracts:**
 - 1. Dirk Williams- JH Soccer**
 - 2. Tom Gendron- Assistant Golf**

Chad Ward made a motion to approve the 2022-2023 Co-Curricular Contracts, seconded by Stephanie Schinstock. Motion carried unanimously.

- F. Volleyball League 3-6 Sundays in April:** Melissa would like to have a volleyball league on Sundays in April excluding Easter weekend for grades 3-6.

Chad Ward made a motion to approve the Volleyball League for grades 3-6 in April, seconded by Dan Steffensmeier. Motion carried unanimously.

G. 2023-2024 School Calendar

Dan Steffensmeier made a motion to approve the 2023-2024 School Calendar, seconded by Alan Menke. Motion carried unanimously.

H. Catholic Identity Policy- Requiring Service Hours- Fr. Dan Dorau- Discussed about a policy for requiring service hours for grades 7-12 to go in effect in the fall of 2023. Grades 7&8 at least 10 hours of service required per year. Grades 9-12 at least 80 hours total and 20 service hours required per year. The first reading will be at the March meeting.

I. Locker Room Renovation- Athletic Board want to update the locker rooms and move the home team next to the teacher's lounge and make two locker rooms. Michael Mohrfeld will do the work and the Athletic Board agreed to go up to \$100,000.00 and have the school board contribute in \$25,000.00. The \$25,000.00 will come from rodeo building improvement fund.

Chad Ward made a motion to approve the Locker Room Renovation with the school contribute \$25,000.00, seconded by Zach Pieper. Motion carries unanimously.

J. Budget 2023-2024- On this proposed budget there will be \$492.00 in surplus.

Chad Ward made a motion to approve the 2023-2024 Budget, seconded by Dan Steffensmeier, motion carried unanimously.

K. Certified Contracts 2023-2024

- 1. Olivia Johnson- Elementary Teacher**
- 2. Breana Houtz- Ag Teacher**

Zach Pieper made a motion to approve the Certified contracts for Olivia Johnson and Breana Houtz for the 2023-2024 school year, seconded by Alan Menke. Motion carried unanimously.

Administrative Reports:

A. *Early Childhood Center-* written report submitted. Savannah said the West Point daycare is licensed for 13. 44 kids total in the ECC in West Point. Bret is fixing some things at the fire marshal request such as the push bar for the door and flame retardant for the lofts in the preschool and PreK rooms. The book fair went well.

B. *Elementary and Junior/ Senior High School- Craig Huebner CAO- Elementary-*written report submitted. Started the month with Catholic Schools Week. February 6th the Crusader of the month were treated to lunch at Brads Pad. The HTC Science Fair took place on February 8th. Kindergarten Information night took place on February 21st. Boiler inspection took place February 22nd. Met with Access to discuss upgrade on copiers. Have interviewed 3 people to fill the 4 roles at the elementary. Kindergarten round-up February 28th and parent teacher conferences March 1st. ***Jr./Sr. High School-*** written report. Catholic Schools Week started beginning of the month. February 7th Juniors took the ASVAB test. Geoff Overton has been coming in 1 or 2 days a week to work with the Spanish Students. Student Auction took place on the 15th. Working with Breana Houtz to develop an Ag Science program and FFA chapter. Seniors will leave for senior trip on February 28th to Gatlinburg. Have language arts, choir, and Spanish opening.

C. *Marketing Director- Judi Dinwiddie-* written report submitted. Preparing for Literacy Night on March

29th at the Elementary to celebrate Literacy month and engage younger families in the area. Blue & Silver: booked the 'Not Whole Gang' Finalizing decorations. NIE tab content for Daily Democrat due 3/10. General updates and notifications on the website. Working on PowerSchool data migration.

D. Admissions- Sasha Rea- written report submitted. Had 4 family tours in during the month of February. Blue & Silver Raffle Sponsors are: JJD, Mohrfeld Electric, Menke & Company, and Brian & Sara Mohrfeld. Rita Holtkamp will be providing the food for this year's celebration and HTC Culinary club will be assisting.

E. Business Manager- Nicole Holtkamp- Nicole presented the bills for general and activity accounts for February along with the financial statements. Dan Steffensmeier made a motion to approve the February bills and financial statements, seconded by Amanda Older. Motion carried unanimously.

Committee Reports:

A. Standing Committees

i. Finance and Budget: Ryan Kruse, Dan Steffensmeier, Chad Ward, Zach Pieper- Budget submitted and approved tonight.

ii. Buildings and Grounds- Ryan Kruse- locker room renovation at high school

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

iv. Technology – Fr. Dan Dorau and Amanda Older – met and talked about devices not going home next year at the elementary.

v. Marketing- Kim Menke, Zach Pieper, Chad Ward –need to meet

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-reported on the Service hours proposal.

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

x. SIAC- Dan Steffensmeier and Alan Menke-had meeting

B. Organizations-

i. Foundation Board- Chad Ward-will meet 3/9/23

ii. TAPS-Kim Menke- met and discussed carnival, 1st Day school supplies fundraiser and pizza will be delivered April 4th.

iii. Athletic Board- Ryan Kruse- spring sports will be starting and submitted spring budgets

iv. Music Boosters Alan Menke-nothing

v. Rodeo – Chad Ward- nothing to report.

Next meeting will be March 27th at 7:00 pm at the High School Spark Room in Fort Madison.

Adjournment: Dan Steffensmeier made a motion to adjourn the meeting at 7:55 p.m. seconded by Zach Pieper Motion carried unanimously.

Closing Prayer Fr. Dan Dorau

Respectfully submitted by Nicole Holtkamp Business Manager