

HOLY TRINITY CATHOLIC SCHOOLS, INC.
Board of Education Meeting
March 25, 2024

The regular meeting of the Holy Trinity Catholic School Board was called to order at 7:14 pm Monday, March 25, 2024, by President Ryan Kruse at the Holy Trinity Elementary Cafeteria. Father Dan Dorau led the group in an opening prayer.

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

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

Dan Steffensmeier made a motion to approve the agenda as presented, seconded by Alan Menke. Motion carried unanimously.

Minutes: Kim Menke made a motion to approve the minutes from February 26, 2024, Regular Meeting, seconded by Alan Menke. Motion carried unanimously.

Welcome Guests/ Comments from Audience: Ryan welcomed guests Judi Dinwiddie, Karen Schumaker, and Angie Holland.

There were no comments.

New Business:

- A. 2024-2025 Calendar Revision:** Mr. Huenber said during Catholic Schools week there originally wasn't school on that Wednesday but would like to come to school that day with shuttle buses. Then on Monday April 21st there will be no school.

Fr. Dan Dorau made a motion to approve the 2024-2025 Calendar Revision, seconded by Zach Pieper. Motion carried unanimously.

B. Co-Curricular Contracts Summer 2024:

- 1. John Goetz- Summer Athletic Director- High School Softball**

Dan Steffensmeier made a motion to approve John Goetz's Summer Athletic Director Contract seconded by Amanda Older. Motion carried unanimously. 2024-2025 Calendar: Will have Friday of Rodeo off and the rest of the calendar will match Fort Madison's due to bussing.

C. Retirement:

- 1. Eileen Medland- Elementary Secretary:** Ryan read Eileen's retirement letter to the board.

Fr. Dan Dorau made a motion to approve Eileen Medland's retirement, seconded by Dan Steffensmeier. Motion carried unanimously.

- 2. John Goetz-Athletic Director:** Ryan read Mr. Goetz's retirement letter to the board.

Fr. Dan Dorau made a motion to approve John Goetz's retirement from Athletic Director, seconded by Zach Pieper. Motion carried unanimously.

D. Resignations:

- 1. Tony Johnson- Varsity Girls Basketball Coach:** Ryan read Tony's resignation letter to the board.

Dan Steffensmeier made a motion to approve Tony Johnson's resignation, seconded by Amanda Older. Motion carried unanimously.

2. **Alli Hasek- First Grade Teacher**
3. **Alice Kenel – Elementary Music Teacher**
4. **Maria Sobczak-Kindergarten Associate**

Dan Steffensmeier made a motion to approve the resignations of Alli Hasek, Alice Kenel, and Maria Sobczak, seconded by Kim Menke.

5. **Emma Menke- First Grade Associate-** Ryan read Emma’s resignation to the board.

Zach Pieper made a motion to approve Emma Menke’s resignation, seconded by Alan Menke. Motion carried unanimously.

6. **Chris Schierbrock-** Ryan read Chris’ resignation letter to the board.

Alan Menke made a motion to approve Chris Schierbrock’s resignation, seconded by Kim Menke. Motion carried unanimously.

- E. **2024-2025 Certified Contracts:** Ryan read the list of the certified contracts to the board that have been turned in.

Zach Pieper made a motion to approve the 2024-2025 Certified Contracts, seconded by Fr. Dan Dorau. Motion carried unanimously.

- F. **2024-2025 Administrator Contracts:** Ryan read the list of the administrator contracts to the board.

Alan Menke made a motion to approve the 2024-2025 Administrator Contracts, seconded by Dan Steffensmeier. Motion carried unanimously.

- G. **2024-2025 Non-Certified Contracts:** Ryan read the list to the board for approval.

Dan Steffensmeier made a motion to approve the 2024-2025 Non-Certified Contracts, seconded by Amanda Older. Motion carried unanimously.

- H. **Quote 95 Percent Group**

Fr. Dan Dorau made a motion to approve the quote for the 95 Percent Group, seconded by Alan Menke. Motion carried unanimously.

- I. **Quote Friendly, Inc.**

Alan Menke made a motion to approve the Friendly Inc Quote, seconded by Zach Pieper. Motion carried unanimously.

- J. **Fundraiser Request: ECC Shirt**

Dan Steffensmeier made a motion to approve ECC Fundraiser Request, seconded by Alan Menke. Motion carried unanimously.

Administrative Reports:

- A. **Early Childhood Center-** written report submitted.
- B. **Junior/ Senior High School- Craig Huebner CAO- Jr./Sr. High School-** written report. The seniors went on their senior trip to Memphis and Nashville the week of March 4th. Representatives from the CEO program came and presented to all the sophomores and juniors. They gave information about the program and encouraged students to apply. Coach Dobbs came to talk to potential students for football. FFA students attended the SE district Convention on the 9th. Helped give a tour at the elementary for 4 Keokuk families on the 13th. Southeast Iowa Science Fair took place for grades 6-12 at SCC. The Eastern Regional Science Fair took place on the 16th in Cedar Rapids. Held a dress down day for the Rung Family. ISASP testing has been scheduled for the last two weeks in April.
- C. **Elementary- Elizabeth Scheetz-** written report submitted.
- D. **Marketing Director- Judi Dinwiddie-** written report submitted. Internal admissions video is complete. Secured Dueling Pianos for Blue & Silver. Enrollment in Power School will hopefully be live in June.
- E. **Admissions- Sasha Rea-** written report submitted.
- F. **Business Manager- Nicole Holtkamp-** Nicole presented the bills for general and activity accounts for March along with the financial statements. Dan Steffensmeier made a motion to approve the March 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-**nothing to report.
- ii. **Buildings and Grounds- Ryan Kruse-**nothing to report.
- iii. **Policy – Kim Menke and Alan Menke-** working on new policy.
- iv. **Technology – Fr. Dan Dorau and Amanda Older –** nothing to report.
- v. **Marketing/ Admissions- Kim Menke, Zach Pieper, Chad Ward –**Judi covered in her Report.
- 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–**Did not meet but 7-12 will be going to a retreat in Burlington on April 18th.
- 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-** working on teacher appreciation week and Carnival.
- iii. **Athletic Board- Ryan Kruse-** meeting Wednesday
- iv. **Music Boosters Alan Menke-**nothing to report.
- v. **Rodeo – Chad Ward-** nothing to report.

Adjournment: Dan Steffensmeier made a motion to adjourn the meeting at 7:54 p.m. seconded by Zach Pieper. Motion carried unanimously.

Closing Prayer Fr. Dan Dorau

Respectfully submitted by Nicole Holtkamp Business Manager

