

HOLY TRINITY CATHOLIC SCHOOLS, INC.
Board of Education Meeting
May 23, 2022

The regular meeting of the Holy Trinity Catholic School Board was called to order at 7:05 pm Monday, May 23, 2022, by President Loren Menke at the Holy Trinity High School Spark Room. Father Joseph Phung led the group in an opening prayer.

Roll Call: Present: Fr. Dan Dorau, Fr. Dennis Hoffman, Ryan Kruse, Alan Menke, Kim Menke, Loren Menke, Fr. Joseph Phung, Zach Pieper, Dan Steffensmeier. Absent: Amanda Older and Chad Ward

Approval of Agenda: Loren wanted to remove New Business letter J: Handbook Changes and move that to the June meeting. Contracts: Letter I #1: Mike Rung instead of Mike DiPrima, #3: Volleyball: Melissa Freesmeier, Tom Gendron, Jordan Nelson, and Stephanie Mohrfeld, and Mikaela Ritcher volunteer, and Stephanie Mohrfeld JH volleyball coach. #4: Varsity Boys Basketball John Hellige and Varsity Girls Basketball Tony Johnson.

A motion was made by Kim Menke to approve the amended agenda, seconded by Fr. Hoffman. Motion carried unanimously.

Minutes: A motion was made by Fr. Hoffman to approve the minutes from April 25, 2022, meeting, seconded by Fr. Dan Dorau. Motion carried unanimously.

Welcome Guests/ Comments from Audience: Loren welcomed the guests, including Raymond Pilkington, Angie Holland, Savannah Strunk, and Karen Schumaker.

Raymond Pilkington addressed the board that he planted sweet corn and would like to put another sweet corn stand up at the high school and will donate half of proceeds to the school. He said possibly the first week in August and the stand will be under the shade trees.

New Business:

- A. 2nd Reading Catholic Identity Policy 203.23:** A motion was made by Fr. Dan Dorau to approve the 2nd Reading Catholic Identity Policy 203.23 and waive the 3rd reading, seconded by Fr. Dennis Hoffman. Motion carried unanimously.
- B. 1st Reading Section 102.1 Holy Trinity Catholic Schools-Mission Statement-** Loren read the mission statement to the board. A motion was made by Ryan Kruse to approve the 1st Reading Section 102.1 Holy Trinity Catholic Schools-Mission Statement, seconded by Dan Steffensmeier. Motion carried unanimously.
- C. 1st Reading Section 102.2 Multicultural Nonsexist:** Loren read the changes to the policy to the board. A motion was made by Fr. Dan Dorau to approve the 1st Reading 102.2 Multicultural Nonsexist, seconded by Kim Menke. Motion carried unanimously.
- D. 1st Reading Section 103.0 Relationship with the Diocesan School Committee:** Loren read the changes to the board and Fr. Dan wants to add: there is also an early childhood center in West Point and at the Fort Madison center. A motion was made by Fr. Dan Dorau to approve the 1st Reading of Section 103.0 Relationship with the Diocesan School Committee with the addition of: There is also an Early Childhood Center and preschool at the West Point and the Fort Madison Center. Seconded by Dan Steffensmeier. Motion carried unanimously.

- E. 1st Reading Section 104.0 The School Calendar:** Loren read the changes to the board. **A motion was made by Ryan Kruse to approve the 1st Reading Section 104.0 The School Calendar, seconded by Kim Menke. Motion carried unanimously.**
- F. 2022-2023 Certified Contracts:**
- 1. Tracy Pauly – Business Teacher:** A motion was made by Dan Steffensmeier to approve Tracy Pauly’s certified contract, seconded by Fr. Dennis Hoffman.
- G. 2022-2023 Co-Curricular Contracts:**
- 1. Suzanne Ozsalar- Dual Credit U.S. Government**
 - 2. Suzanne Ozsalar- Advisor J.H. Student Council**
 - 3. Denise Cooper- Dual Credit- Trigonometry**
 - 4. Denise Cooper- Dual Credit-College Algebra**
 - 5. Denise Cooper- Culinary Club Advisor**
 - 6. Emily Otte-Instructor Opus & State Vocal Contests**
 - 7. Emily Otte- Advisor – National Honor Society**
 - 8. Emily Otte- Instructor- Instrumental Music**
 - 9. Kevin Barnes- Advisor -Chess**
 - 10. Melissa Freesmeier- Advisor Senior Class**
 - 11. Sara Mueller-Advisor High School Student Council**
 - 12. Sara Mueller- English Supplement**
 - 13. Elizabeth Collins- AP Instructor Language & Comp**
 - 14. Lisa Gendron- Junior Class Sponsor**
- A motion was made by Kim Menke to approve the 2022-2023 Co-Curricular Contracts, seconded by Zach Pieper. Motion carried unanimously.**
- H. 2022-2023 Non-Certified Contracts:**
- 1. Paula Bales- Lunch Program Coordinator**
 - 2. Nick Betherum- Head Cook West Point**
 - 3. Dana Hemann- Part Time H.S. Lunch**
 - 4. Bonnie Krogmeier- Part Time H.S. Lunch**
- A motion was made by Dan Steffensmeier to approve the 2022-2023 non-Certified lunch contracts, seconded by Ryan Kruse. Motion carried unanimously.**
- I. 2022-2023 Co-Curricular Athletic Contracts:**
- 1. Mike Rung- Cross Country**
 - 2. Matt Mohrfeld- Cross Country Volunteer**
A motion was made by Dan Steffensmeier to approve the Cross Country Co-Curricular Contracts, seconded by Fr. Dan Dorau. Motion carried unanimously.
 - 3. Volleyball Contracts:**
 - A. Melissa Freesmeier-Varsity**
 - B. Tom Gendron-Assistant**
 - C. Jordan Nelson- JV**
 - D. Stephanie Mohrfeld-Fresh**
 - E. Mikaela Ritcher- Volunteer**
 - F. Stephanie Mohrfeld-JH**
 - G. Jenna Freesmeier-JH Assistant**

A motion was made by Fr. Dan Dorau to approve the Volleyball Co-Curricular Contracts, seconded by Ryan Kruse. Motion carried unanimously.
 - 4. Basketball Contracts:**
 - A. John Hellige – Varsity Boys Basketball Coach**
 - B. Tony Johnson- Varsity Girls Basketball Coach**

A motion was made by Zach Pieper to approve the Basketball Contracts, seconded by Fr. Joseph Phung. Motion carried unanimously.

J. Handbook Changes- Removed from agenda

- K. History Club Fundraiser- West Point Garage Sales:** They are going to set up a place and gathering donations for the West Point yard sales and proceeds will benefit the history club. **A motion was made by Dan Steffensmeier to approve the History Club Fundraiser, seconded by Kim Menke. Motion carried unanimously.**

Administration Reports:

- A. Early Childhood Center-** written report submitted. Savannah said they held the preschool and PreK graduation. Matt's Greenhouse donated flowers. Still taking enrollment for Preschool and PreK next year. Summer program will start June 6th. Taking application for the West Point daycare positions.
- B. Elementary and Junior/Senior High School- Amy Bautista- K-6 Principal:** written report submitted. Bret Netherton has successfully completed hanging all 4 of the murals at the elementary. Catholic Mutual walked through. ISASP showing growth from last year. Students and Staff looking forward to Fund Day on May 24th. All teachers are up to date on the virtue training, a requirement by the Diocese. **Craig Huebner- 7-12th Principal/CAO-** written report submitted. The senior trip to Wisconsin was held May 1st-3rd. The Jr/Sr High Band and Vocal concert took place on May 4th. The Jr/Sr High K9 assembly was held on May 6th. The students were able to meet the K9 officers and learn more about their jobs. The last day of school for the students is the 25th. Teachers will have an in-service and check-out day on the 26th and 27th.
- C. Marketing Director-Judi Dinwiddie-** written report submitted. CGI video live on Chamber website will be live on HTC website 5/24/22. Curriculum night planned for 5/11/22- received good feedback from parents/families. Working on Open enrollment campaign June 13th-30th (social/print/radio) Marketing meeting May 26, 2022, in West Point. Spring SRI has opened, collections are being ran with certification date on June 23, 2022.
- D. Admissions- Sasha Rea-** written report submitted. STO fundraising goals have been set for 2022. Sasha will mail an outreach letter in June to potential donors. Waiting for totals for the Blue & Silver. 5 potential new or returning families reaching out for enrollment for the 2022-2023 school year.
- E. Business Manager- Nicole Holtkamp-** Nicole presented the bills for general and activity accounts for May along with the financial statements. A motion was made by Fr. Kim Menke to approve the May bills and financial statements, seconded by Alan Menke. Motion carried unanimous.

Committee Reports:

A. Standing Committees

- i. Finance and Budget: Loren Menke, Ryan Kruse, Dan Steffensmeier, Chad Ward-** will meet in June
- ii. Buildings and Grounds- Ryan Kruse-** nothing
- iii. Policy – Loren Menke, Kim Menke, Fr. Joseph Phung-**continue to update policies
- iv. Technology – Loren Menke, Fr. Dan Dorau, Zach Pieper –** no meeting until fall
- v. Marketing- Kim Menke, Fr. Dennis Hoffman, Zach Pieper –**meeting May 26th.
- vi. Curriculum- Loren Menke, Dan Steffensmeier, Zach Pieper-** will meet in the fall
- vii. Health / Wellness / Safety- Chad Ward-** nothing
- viii. Catholic Identity- Father Dan Dorau, Father Dennis Hoffman, Father Joseph Phung-**nothing
- ix. Family Accounts Board-Loren Menke and Ryan Kruse-** nothing to report
- x. SIAC- Loren Menke, Dan Steffensmeier-**meet in the fall

B. Organizations-

- i. Foundation Board- Chad Ward-**heard at work session.
- ii. TAPS-Kim Menke-** carnival went well, order school supplies
- iii. Athletic Board- Ryan Kruse-** ready for new gym floor
- iv. Music Boosters Loren Menke-**nothing
- v. Rodeo- Loren Menke-** nothing

Adjournment: A motion was made by Dan Steffensmeier to adjourn the meeting at 7:58 pm, seconded by Kim Menke. Motion carried unanimously.

Closing Prayer Fr. Hoffman

Respectfully submitted by Nicole Holtkamp Business Manager