

HOLY TRINITY CATHOLIC SCHOOLS, INC.
Board of Education Meeting
May 24, 2021

The regular meeting of the Holy Trinity Catholic School Board was called to order at 7:02 pm Monday, May 24, 2021 by President Loren Menke at the Jr./Sr. High Spark Room and on zoom. Father Dennis Hoffman led the group in an opening prayer.

Roll Call: Present: Fr. Dan Dorau, Brian Graham, Fr. Dennis Hoffman, Ryan Kruse, Kim Menke, Loren Menke, Dan Steffensmeier, Leah Steffensmeier, Chad Ward, and Paul Wilkerson. Absent: Fr. Joseph Phung

Approval of Agenda: Approval of minutes should read April 26, 2021 instead of March 22, 2021. Loren wanted to remove New Business item C Sharing agreements with Fort Madison for 2021-2022. Add New Business item E. Raymond Pilkington and item F. Kim Reinhardt resignation.

A motion was made by Brian Graham to approve the amended agenda, seconded by Dan Steffensmeier. Motion carried unanimous.

Minutes: A motion was made by Ryan Kruse to approve the April 26, 2021 Regular Meeting Minutes, seconded by Fr. Dan Dorau.

Welcome Guests/ Comments from Audience: Loren welcomed the guests, including Suzanne Ozsalar, Jacqueline Lumsden, Karen Schumaker, Angela Holland, Zach Pieper, Stefanie Drollinger, Linda Peitz, Savannah Strunk, Amy Kies-Bautista and Alexis Staclup

Loren welcomed Amy Kies-Bautista.

There were no comments from guests.

New Business:

- A. Resource Teacher-** Jacqueline Lumsden came to talk about advocating for a resource teacher. With the students leaving the school to go to Fort Madison and losing valuable school time. She talked to Kim Harmon and she said there is a teacher shortage. Mr. Huebner said this is an important step forward to look at options going forward to providing our own resource teacher. We have an increase in students who could use the resource teacher. He has reached out to Erin Slater at Ft. Madison Community School District about our students not losing valuable class room time and what it would take to get service in our building. His question is what is the best step forward and if there is a compromise to finding a balance to get resource back in the building.

Loren thanked Jacqueline for coming to talk to the board.

- B. WWII Class Presentation:** Suzanne Ozsalar and Alexis Staclup presented some of the group's favorite things from the trip. In Mobile Alabama they went to the USS Battleship and Alexis said it was really cool and can't express being there. Next time when Ms. Ozsalar takes a group they are hoping to stay there longer. After the USS Battleship the group loaded up and headed to New Orleans. The students were able to go to the Gulf for about 40 minutes. In New Orleans they went to the WWII Museum and the best part of the museum was the 4D movie "Beyond the Borders" narrated by Tom Hanks. The students enjoyed the experience.

- C. Change in School Board Meeting in June: Reminder the June School Board Meeting in June will be Monday June 21st at 7:00 pm at the high school. Board Members will need to meet at 6:00pm.**

- D. Raymond Pilkington- Sweet Corn Stand:** Raymond Pilkington would like to set up a sweet corn stand in late July/early August. Last year he donated ½ the proceeds to music boosters and the science department. He does have insurance to cover.

A motion was made by Leah Steffensmeier to approve Raymond Pilkington's Sweet Corn Stand, seconded by Brian Graham. Motion carried unanimous.

- E. Resignation- Kim Reinhardt:** Loren read Kim Reinhardt's resignation letter to the board.

A motion was made by Dan Steffensmeier to approve Kim Reinhardt's resignation, seconded by Kim Menke. Motion carried unanimous.

Administration Reports:

- A. Early Childhood Center-** written report submitted. Stefanie introduced Savannah Strunk who will be taking over ECC Director on July 1st, 2021. May 20th DHS visited and everything went well.
- B. Elementary and Junior/Senior High School- Craig Huebner:** Elementary: Crusader of the month celebrations continue and last week had Crusader of the Year assembly. Both winners picked pie in the face for the principal. Preliminary ISASP results are back and the students results look much like we expected. 4-6 had a science ED day on the 20th, where they utilized Pollmiller park for planting, hiking, pollination, and water quality activities. K-3 had an elementary concert on the 20th featuring favorite songs from each grade and a couple songs they all sang together. Mask requirements were lifted when the Governor signed a new bill into law which made it illegal for schools to mandate masks. May 24th the elementary school planned K-6 fun day with activities around the square and at the school. May 25th is Kindergarten graduation and the 6th grade clap out at 1:00 pm. We have started planning the elementary jump start program for the first two weeks in August.

High School: The Musical Guys and Dolls took place on the 15th and 16th. Great crowds at both days and the students put on a fabulous performance. Mr. Huebner had a meeting with a representative from the ACE program. The program is coordinated with ND university to place students working on master degrees to teach in Private Schools around the country. We are moving forward with this process but it looks as though it will not be an option this year. Graduation and Baccalaureate took place on the 23rd. Both events went smoothly and had a great audience. Mr. Huebner would like to thank all the board members who were able to make it. He had a couple of comments that it was nice to see that many board members in attendance. Preliminary ISASP results are in and the Jr./Sr. High students preformed well. Only a handful of students who were non-proficient at this level. Loren congratulated Mr. Huebner for making it through the school year.

- C. Marketing Director- Brenda Graham-** written report submitted.
- D. 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 Chad Ward to approve the May bills and financial statements, seconded by Paul Wilkerson. Motion carried unanimous.

Loren read a thank you note from the Holy Trinity Elementary Religion class

Committee Reports:

A. Standing Committees

- i. Finance and Budget: Loren Menke, Paul Wilkerson, Ryan Kruse, Chad Ward-meeting June 9th at 8 AM*

- ii. *Buildings and Grounds- High School – nothing to report*
- iii. *Policy – Father Joseph Phung, Paul Wilkerson, Brian Graham -Brian said next work session reviewing and editing policy manual and have a discussion.*
- iv. *Technology – Loren Menke and Father Dan Dorau – nothing to report*
- v. *Marketing- Kim Menke, Fr. Dennis Hoffman –met May 12th. Brenda made a month-by-month schedule for the marketing committee to keep moving.*
- vi. *Curriculum- Paul Wilkerson, Loren Menke, and Dan Steffensmeier- nothing*
- vii. *Health / Wellness / Safety- Leah Steffensmeier and chad Ward- nothing*
- viii. *Catholic Identity- Father Dan Dorau, Father Dennis Hoffman, Father Joseph Phung, Leah Steffensmeier, and Brian Graham –have not met next meeting June 10th 4PM*
- ix. *Family Accounts Board-Loren Menke and Paul Wilkerson- nothing to report*

Ad Hoc Committees

- i. ***SIAC-*** Paul Wilkerson, Loren Menke, and Dan Steffensmeier-report at last meeting
- ii. ***HR Committee-***Met May 18th with OLT for an alignment workshop to talk about Vision for HTC, Spiritual leadership, mission statement, evaluation process of faculty and staff, Catholic Identity, Relationships between Parish Priests and OLT, curriculum, and day to day operations.

Organizations-

- i. *Foundation Board- meeting June 16th*
- ii. *TAPS- Kim Menke – 21 people ordered boxes for school supplies. If sell 50 boxes by end of May our school will be entered into a drawing for cleaning supplies. TAPS provided 42 pizzas for elementary and paid for bowling.*
- iii. *Athletic Board- Paul Wilkerson- nothing*
- iv. *Music Boosters Loren Menke- Guys and Dolls was a success, West Point SCF Bingo in August. Stefanie Williams is new president and Maria will stay on behind the scenes.*
- v. *Rodeo- Loren Menke- nothing.*

Adjournment: A motion was made at 8:16 pm by Fr. Hoffman to adjourn the meeting, seconded by Chad Ward. Motion carried unanimous.

Closing Prayer: Fr. Dan Dorau

Respectfully submitted by Nicole Holtkamp Business Manager