

HOLY TRINITY CATHOLIC SCHOOLS, INC.
Board of Education Meeting
June 27, 2022

The regular meeting of the Holy Trinity Catholic School Board was called to order at 7:00 pm Monday, June 27, 2022, by President Loren Menke at the Holy Trinity Elementary Cafeteria. Father Dennis Hoffman 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, and Chad Ward. Absent: Amanda Older

Loren thanked Fr. Hoffman for all his years of service in the community and to the school system.

Approval of Agenda: Loren wanted to add New Business letter J: History Club Fundraiser.

Chad Ward made a motion to approve the amended agenda, seconded by Ryan Kruse. Motion carried unanimously.

Minutes: Fr. Hoffman made A motion to approve the minutes from May 23, 2022, meeting, seconded by Fr. Dan Dorau. Motion carried unanimously.

Welcome Guests/ Comments from Audience: Loren welcomed the guests, including Angie Holland, Savannah Strunk, and Paul Wilkerson.

Next meeting July 25th at the high school spark room in Fort Madison at 7:00 pm with work session at 6:00 pm.

New Business:

- A. **2nd Reading Section 102.1 Holy Trinity Catholic Schools- Mission Statement:** Loren read the changes to the policy. **Fr. Joseph Phung made a motion to approve the 2nd Reading Section 102.1 Holy Trinity Catholic Schools-Mission Statement and waive the 3rd reading, seconded by Fr. Dan Dorau. Motion carried unanimously.**
- B. **2nd Reading Section 102.2 Multicultural Nonsexist-** Loren read the changes to the board. **Chad Ward made a motion to approve the 2nd Reading Section 102.2 Multicultural Nonsexist and waive the 3rd Reading, seconded by Zach Pieper. Motion carried unanimously.**
- C. **2nd Reading Section 103.0 Relationship with the Diocesan School Committee-** Loren read the changes to the board. **Ryan Kruse made a motion to approve the 2nd Reading Section 103.0 Relationship with the Diocesan School Committee and waive the 3rd reading, seconded by Chad Ward. Motion carried unanimously.**
- D. **2nd Reading Section 104.0 The School Calendar-** Loren read the changes to the board. **Fr. Dan Dorau made a motion to approve the 2nd reading Section 104.0 The School Calendar and to waive the 3rd Reading, seconded by Alan Menke. Motion carried unanimously.**
- E. **History Club Trip:** Mr. Huebner talked to the board about a History Club trip with Fort Madison History students to England and France that will take place during spring break. It is open to grades 10-12 who have completed or enrolled in US History.

Fr. Joseph Phung made a motion to approve the History Club trip, seconded by Zach Pieper. Motion carried unanimously.

F. 2022-2023 Co-Curricular Contracts:

- 1. Ernie Schiller: Science Consultant- Grades K-12, Advisor- High School Science Fair, & Advisor 5-8 Science Fair.**

Kim Menke made a motion to approve Ernie Schiller's Co-Curricular contracts, seconded by Ryan Kruse. Motion carried unanimously.

G. 2022-2023 Certified Contract:

- 1. Greg Schneider**

Chad Ward made a motion to approve Greg Schneider's contract, seconded by Kim Menke. Motion carried unanimously.

H. Resignation:

- 1. Suzanne Ozsalar-** Loren read Ms. Ozsalar's resignation to the board.

Zach Pieper made a motion to approve Suzanne Ozsalar's resignation, seconded by Dan Steffensmeier. Motion carried unanimously.

I. Handbook Update: Mr. Huebner read the updates to the handbook.

Ryan Kruse made a motion to approve the handbook changes, seconded by Fr. Dan Dorau. Motion carried unanimously.

J. History Club Fundraiser- Car Wash- Dan Steffensmeier made motion, to approve the History Club Fundraiser, seconded by Fr. Joseph Phung. Motion carried unanimously.

Administration Reports:

A. Early Childhood Center- *written report submitted. Savannah said summer camp is in full swing and the kids have been enjoying going to the library, pool, and next month they will be going to Wilson Lake. Kristen Mabeaus hired as the supervisor for the day care in West Point, she will start in July. They opened day care to 2-year-olds. They are interviewing for a part time person for West Point.*

B. Elementary and Junior/Senior High School- Craig Huebner CAO, Elementary- *Work on filling positions has slowed. SRI report for the state has been finished and submitted. The janitors have been busy cleaning rooms and getting the building ready for next year. Notes and reminders for jump start will be sent out middle of July. Training on how to get reimbursed for EANS funds took place on June 7th. The teacher's first day back will be August 16th. Interviewing 4 candidates for the kindergarten associate.*

Jr./Sr. High School- *looking to fill SS and Spanish positions, The office renovation at the HS is moving along quickly. Gym resurfacing is behind schedule. JH baseball and softball has been going well. Next year staff will be switching over to Power School as our SIS. The process of changing over the information from JMC has started and will continue through the summer. Have been able to secure funds for a full-time teacher assistant and online monitor for next year using EANS funds.*

Loren thanked Mr. Huebner for being great to work with.

C. Marketing Director-Judi Dinwiddie- *written report submitted.*

D. Admissions- Sasha Rea- *written report submitted.*

E. Business Manager- Nicole Holtkamp- *Nicole presented the bills for general and activity accounts for June along with the financial statements. A motion was made by Chad Ward to approve the June bills and financial statements, seconded by Ryan Kruse. Motion carried unanimous.*

Committee Reports:

A. Standing Committees

- i. Finance and Budget: Loren Menke, Ryan Kruse, Dan Steffensmeier, Chad Ward- met in June*
- ii. Buildings and Grounds- Ryan Kruse– nothing*
- iii. Policy – Loren Menke, Kim Menke, Fr. Joseph Phung-gone through 3 sections*
- iv. Technology – Loren Menke, Fr. Dan Dorau, Zach Pieper – no meeting until fall*
- v. Marketing- Kim Menke, Fr. Dennis Hoffman, Zach Pieper –met in May*
- vi. Curriculum- Loren Menke, Dan Steffensmeier, Zach Pieper- nothing*
- 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-nothing*

B. Organizations-

- i. Foundation Board- Chad Ward-meeting monthly*
- ii. TAPS-Kim Menke- nothing*
- iii. Athletic Board- Ryan Kruse- gym floor & Golf outing August 5th*
- iv. Music Boosters Loren Menke-nothing*
- v. Rodeo- Loren Menke- meeting behind scenes, will meet later*

Adjournment: Fr. Dennis Hoffman made A motion to adjourn the meeting at 7:45 pm, seconded by Fr. Joseph Phung. Motion carried unanimously.

Closing Prayer Fr. Hoffman

Respectfully submitted by Nicole Holtkamp Business Manager