

**HOLY TRINITY CATHOLIC SCHOOLS, INC.**  
**Board of Education Meeting**  
**August 28, 2023**

*The regular meeting of the Holy Trinity Catholic School Board was called to order at 7:00 pm Monday, August 28, 2023, by President Ryan Kruse at the Holy Trinity Elementary Cafeteria. Father Dan Dorau led the group in an opening prayer.*

**Roll Call:** Present: Fr. Gary Beckman, Fr. Dan Dorau, Ryan Kruse, Alan Menke, Kim Menke, Amanda Older, Zach Pieper, Stephanie Schinstock, Dan Steffensmeier, and Chad Ward. Absent: none.

**Approval of Agenda:** Fr. Dan Dorau wanted to add under new item G KME Radio.

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

**Minutes:** Chad Ward made a motion to approve the minutes from July 31, 2023, Regular Meeting, seconded by Amanda Older. Motion carried unanimously.

**Welcome Guests/ Comments from Audience:** Ryan welcomed guests including Karen Schumaker, Linda Peitz, Judi Dinwiddie, Elizabeth Scheetz, Raymond Pilkington, and Angie Holland.

Raymond Pilkington presented Ryan Kruse School Board president a check for \$1,200.00 from his corn sales over the summer. Ryan thanked Mr. Pilkington for his donation and support.

There were no other comments.

**New Business:**

**A. Certified Contract:**

- 1. Manuel Arcia Herrera- Spanish Teacher-** Mr. Huenber said that Manuel is from Columbia and will be coming to the U.S. end of September once his visa comes.

**Fr. Gary Beckman made a motion to approve Manuel Arcia Herrera – Spanish Teacher for the 2023-2024 year, seconded by Dan Steffensmeier. Motion carried unanimously.**

**B. Long Term Sub:**

- 1. Maria Walker- Social Studies**

**Dan Steffensmeier made a motion to approve Maria Walker’s 2023-2024 Long Term Subcontract, seconded by Zach Pieper. Motion carried unanimously.**

**C. 2023-2024 Non-Certified Contracts:**

- 1. Emma Menke-1<sup>st</sup> Grade Associate**

**Stephanie Schinstock made a motion to approve 2023-2024 Non-Certified Contract for Emma Menke – 1<sup>st</sup> Grade Associate, seconded by Alan Menke. Motion carried unanimously.**

**D. Fundraiser Request: Boys Basketball Lulac Bingo Fundraiser**

**Fr. Gary Beckman made a motion to approve the Boys Basketball Lulac Bingo Fundraiser, seconded by Kim Menke. Motion carried unanimously.**

- E. 1<sup>st</sup> Reading: 203.19 Marketing and Admissions Policy:** Zach explained the changes regarding adding admissions to the policy and to meet minimum 6 times a year. Fr. Dan Dorau wants to add Director of Alumni and Community Relations for the Foundation to the committee.

**Zach Pieper made a motion to approve the 1<sup>st</sup> Reading: 203.19 Marketing and Admissions Policy with the changes, seconded by Kim Menke. Motion carried unanimously.**

**F. Music Boosters Budget**

**Fr. Gary Beckman approved the Music Boosters Budget, seconded by Chad Ward. Motion carried unanimously.**

*Administrative Reports:*

- A. Early Childhood Center-** written report submitted. Enrollment in FM: 9- Pre-K, 11-4yr olds, 16- 3 yr olds. In WP 15 Pre-K, 6-4yr olds, 16 3yr olds. Summer programs were successful in FM and WP. West Point construction has begun for the new daycare building.
- B. Elementary and Junior/ Senior High School- Craig Huebner CAO- Elementary-**written report submitted. The admin team met for the 5<sup>th</sup> time on August 25<sup>th</sup> focusing on plans for the school year and upcoming PD. New teachers attended Orientation for the Diocese. August 15<sup>th</sup> all staff met at the elementary for breakfast and a kick-off to the new year. Teachers were involved in training for iReady, the new math curriculum. Kindergarten kicks off night August 18<sup>th</sup>. Monday the 21<sup>st</sup> was unpack your back night. First day of school moved to the 28<sup>th</sup>. All school mass to kick off the new year is Wednesday August 30<sup>th</sup>. **Jr./Sr. High School-** written report. Drivers Ed through TripleRDriving took place from August 1<sup>st</sup>-August 11<sup>th</sup>. Janitors worked all summer to get the building ready to go. Great turnout for student orientation.
- C. Marketing Director- Judi Dinwiddie-** written report submitted. Back to school events. Fall media day was held on August 8<sup>th</sup> to help utilize quality images to create media sports for the season. Updating HTC promo video on City of FM website and HTC website with CGI, date of publication will be late fall. PowerSchool has been launched and working with Diocese on issues with the new system.
- D. Admissions- Sasha Rea-**written report submitted. 2023-2024 enrollment is 324 students.
- E. Business Manager- Nicole Holtkamp-** Nicole presented the bills for general and activity accounts for August along with the financial statements. Chad Ward made a motion to approve the August bills and financial statements, seconded by Zach Pieper. 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-**finished locker room renovation, fixing up daycare.
- iii. Policy – Kim Menke and Alan Menke-** nothing to report.
- iv. Technology – Fr. Dan Dorau and Amanda Older –** nothing to report.
- v. Marketing- Kim Menke, Zach Pieper, Chad Ward –**meeting September 13<sup>th</sup>.
- 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-**nothing to report.
- 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-**meeting monthly
- ii. TAPS-Kim Menke-** Sarah Braden is the secretary, 5 new members and looking at events for elementary, budget will be presented next month.
- iii. Athletic Board- Ryan Kruse-** met last Wednesday, installed new mats at the high school gym, looking for sponsors for tv gym ad.
- iv. Music Boosters Alan Menke-**presented budget in meeting.
- v. Rodeo – Chad Ward-** need volunteers, purchased new fridge.

**Adjournment: Fr Dan Dorau made a motion to adjourn the meeting at 7:50 p.m. seconded by Stephanie Schinstock.  
Motion carried unanimously.**

**Closing Prayer Fr. Gary Beckman**

Respectfully submitted by Nicole Holtkamp Business Manager