

HOLY TRINITY CATHOLIC SCHOOLS, INC.
Board of Education Meeting
September 26, 2022

The regular meeting of the Holy Trinity Catholic School Board was called to order at 7:05 pm Monday, September 26, 2022, by President Ryan Kruse at the Holy Trinity High School Spark Room. Father Joseph Phung led the group in an opening prayer.

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

Approval of Agenda: Ryan wanted to add new item C: TAPS Budget. There were no other additions.

Zach Pieper made a motion to approve the amended agenda, seconded by Alan Menke. Motion carried unanimously.

Minutes: Chad Ward made a motion to approve the minutes from August 22, 2022, meeting, seconded by Stephanie Schinstock. Motion carried unanimously.

Welcome Guests/ Comments from Audience: Ryan welcomed guests including Savannah Strunk, Karen Schumaker, Linda Peitz, and Angie Holland.

New Business:

A. Non-Certified Contract: Rhonda Fraise – West Point Daycare Associate

B. Co-Curricular Contract: Jordan Nelson- JH Student Council

Fr. Stack made a motion to approve Rhonda Fraise’s Non-Certified contract and Jordan Nelson’s Co-Curricular Contract, seconded by Kim Menke. Motion carried unanimously.

1. TAPS Budget

Dan Steffensmeier made a motion to approve the TAPS budget, seconded by Amanda Older. Motion carried unanimously.

Administration Reports:

- A. Early Childhood Center-** *written report. Savannah said they are hiring 1 part time staff member. The spirit fundraiser has started. West Point is waiting on visit from Fire Marshall and Architect.*
- B. Elementary and Junior/Senior High School- Craig Huebner CAO, Elementary-** *written report: First day of school was on August 23rd. The elementary leadership team continues to meet weekly. The PBIS procedures were all taught during the first 9 days of school incorporating the Character Strong characteristics. The expectations for all areas of the school have improved and the use of common language around those is now consistent. Sept. 7-10th many staff and students attended and volunteered at rodeo. Field trips: 2nd grade went to the Mexican Fiesta and 3rd grade went to Shimek Forest. 2 teachers will be attending training next week about a program called teacher clarity. **Jr./Sr. High School-** *written report. All School Mass took place first day of school. Students had extraordinary minister of Holy Communion training on the 7th. On the 8th students participated in our traditional rodeo assembly with stick horse races and pooper scooper games. Students were offered Lector training on the 13th. Club fair was held over the lunch hour on September 14th. 11 clubs were represented. The new schedule for Character Strong at the HS has been extremely positive and students are building the relationships and having the conversations intended with the use of this SEL curriculum. September 23rd was the student council cook out. A Student Assistance Committee has been formed at the HS to help with our students in need and look at what we can do as a system to assist them in a positive productive school year.**

- 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 September along with the financial statements. A motion was made by Stephanie Schinstock to approve the September bills and financial statements, seconded by Zach Pieper. Motion carried unanimous.

Committee Reports:

A. Standing Committees

- i. Finance and Budget:** Ryan Kruse, Dan Steffensmeier, Chad Ward, Zach Pieper- nothing
- ii. Buildings and Grounds-** Ryan Kruse– couple meeting the last few weeks
- iii. Policy – Kim Menke, Fr. Joseph Phung, Alan Menke-**nothing
- iv. Technology – Fr. Dan Dorau and Amanda Older –** nothing
- v. Marketing- Kim Menke, Zach Pieper, Chad Ward –**min 5 events a year and include ECC more
- vi. Curriculum-** Dan Steffensmeier, Zach Pieper, Stephanie Schinstock- nothing
- vii. Health / Wellness / Safety-** Amanda Older- will meet in October
- viii. Catholic Identity-** Father Dan Dorau, Father Joseph Phung, Father John Stack, and Stephanie Schinstock–minutes in the board packet
- ix. Family Accounts Board-**Ryan Kruse and Dan Steffensmeier- nothing to report
- x. SIAC-** Dan Steffensmeier and Alan Menke- nothing

B. Organizations-

- i. Foundation Board-** Chad Ward- met last week and looking into Etapestry more
- ii. TAPS-** Kim Menke- nothing
- iii. Athletic Board-** Ryan Kruse- fall sports
- iv. Music Boosters** Alan Menke- meeting Wednesday
- v. Rodeo – Chad Ward-** nothing

Adjournment: Dan Steffensmeier made a motion to adjourn the meeting at 7:34 p.m. seconded by Fr. Joseph Phung. Motion carried unanimously.

Closing Prayer Fr. John Stack

Respectfully submitted by Nicole Holtkamp Business Manager