

HOLY TRINITY CATHOLIC SCHOOLS, INC.
Board of Education Meeting
April 25, 2022

The regular meeting of the Holy Trinity Catholic School Board was called to order at 7:02 pm Monday, April 25, 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, Amanda Older, Fr. Joseph Phung, Zach Pieper, Dan Steffensmeier, Chad Ward. Absent: none

Loren told the board that Fr. Hoffman is leaving at the end of June and thanked him for all the years and service he has done over the last 12 years.

Next meeting May 23rd in West Point at 7 pm.

Approval of Agenda: Loren wanted to remove New Business letter A from the agenda and add New Business letter K: Catholic Identity Policy 203.23 1st Reading, and letter L- Resignation.

A motion was made by Fr. Dan to approve the amended agenda, seconded by Zach Pieper. Motion carried unanimously.

Minutes: A motion was made by Fr. Hoffman to approve the minutes from March 28th, 2022, meeting, seconded by Ryan Kruse. Motion carried unanimously.

Welcome Guests/ Comments from Audience: Loren welcomed the guests, including Linda Peitz, Savannah Strunk, Karen Schumaker, Chuck Vandenburg, Dennis Menke, and Angie Holland

No comments from the guests.

New Business:

- A. Athletic Board Discuss Crusader Logo for Gym Floor- this was removed from the agenda.**
- B. SIAC Committee Report-** Mr. Huebner gave an update from the SIAC Committee. Meets couple times a year. Major educational needs revolved around AP Courses that are offered. Dual credit courses will be increased, Comp 1, Comp 2, History, multiple dual credit math course. Looking at other general education classes to enhance what we offer, including Literature and statistics. Big student goals: adding expletory classes to the junior high such as study skills, home ec, foundations, vocational courses, and internships. Curriculum tying state standards to our current curriculum, expanding curriculum night on May 11th. Long range goals improving state testing scores and expanding the gap between our students and the state average. Bring back big brother big sister program.
- C. Monte Hellenthal- JH Softball Coach 2021-2022**
- D. Breana Houtz- JH Softball Assistant Coach 2021-2022**
A motion was made by Chad Ward to approve the JH Softball Coach and JH Assistant Softball Coach contracts for the 2021-2022 year, seconded by Kim Menke. Motion carried unanimously.
- E. Jason Thurman- JH Baseball Assistant Coach- 2021-2022: A motion was approved by Ryan Kruse to approve JH Baseball Assistant Coach 2021-2022, seconded by Zach Pieper. Motion carried unanimously.**
- F. 2022-2023 Co-Curricular Contracts:**
 - 1. John Goetz- High School Athletic Director**
 - 2. Mike Moylan – JH Athletic Director**

3. John Goetz- High School Summer Athletic Director

A motion was made by Fr. Dan Dorau to approve the 2022-2023 Co-Curricular contracts, seconded by Zach Pieper. Motion carried unanimously.

G. 2022-2023 Certified Contracts:

- 1. Sarah Richardson-** just moved back from Ohio and new to the system will fill the 2nd grade position. **A motion was made by Fr. Dennis Hoffman to approve Sarah Richardson's 2022-2023 Certified contract, seconded by Amanda Older. Motion carried unanimously.**
- 2. Marcy Wilson-** A motion was made by Kim Menke to approve Marcy Wilson's 2022-2023 Certified Contract, seconded by Chad Ward. Motion carried unanimously.

H. 2022-2023 Non-Certified Contracts:

- 1. Chris Schierbrock – IT Coordinator**
- 2. Kim Fraise- Administrative Assistant to Business Manager**

A motion was made by Dan Steffensmeier to approve the 2022-2023 non-Certified contracts, seconded by Fr. Dennis Hoffman. Motion carried unanimously.

- I. Day Care in West Point-** Savannah said several have reached out regarding opening the daycare which will have around 16-18 kids. Dennis is lining up to get the wall dividers removed. **A motion was made by Dan Steffensmeier to approve the opening of the Daycare in West Point, seconded by Amanda Older. Motion carried unanimously.**

- J. Edgunity Online Course Quote-** Mr. Huebner said the program is like accellus that we currently use, a good rigorous learning tool, better educational product. **A motion was made by Zach Pieper to approve the Edgunity Online Course Quote, seconded by Kim Menke. Motion carried unanimously.**

- K. 1st Reading Catholic Identity Policy 203.23-** Fr. Dan read the new Catholic Identity Policy 203.23. **A motion was made by Chad Ward to approve the 1st Reading Catholic Identity Policy 203.23, seconded by Dan Steffensmeier. Motion carried unanimously.**

- L. Resignation – Paula Sholl-** Loren read Paula Sholl's resignation letter to the board. **A motion was made by Dan Steffensmeier to approve Paula Sholl's resignation, seconded by Kim Menke. Motion carried unanimously.**

Administration Reports:

- A. Early Childhood Center-** written report submitted. Savannah said they had the yearly visit from DHS on April 5th and everything looks good. Added another 4-year preschooler in Fort Madison. From the Book Fair they are using that money on a log cabin and race car for outside.

- B. Elementary and Junior/Senior High School- Amy Bautista- K-6 Principal:** *written report submitted. Bret Netherton has successfully completed hanging 2 of the 4 murals in the school and should have them up before May. Catholic Mutual conducted their annual walk through. ECC boiler inspection will take place in June. All School Iowa Opera performance on April 11th, 2022. It was a great presentation. Students participated in an afternoon Lenten retreat on Holy Thursday. Craig Huebner- 7-12th Principal/CAO-* *written report submitted. ISASP testing took place the 2nd and 3rd week of April. TAPS provided breakfast and all testing was completed on April 22nd. Hope to have test results back by the middle of May. On April 28th 11 students will take the ACT. 1HS, 2 JH, and 4 elementary students participated in the Academy of Science event virtually using the HS spark room. Still looking for a*

Spanish and Science teacher. The HS has received EANS 2 funds and currently on working on ways to utilize the funds.

- C. Marketing Director-Judi Dinwiddie-** written report submitted. Curriculum night planned for 5/11/22 and working on Graduation details set up, programs, decorations, etc. HTC NIE tab to be published Sunday 5/1/22.
- D. Admissions- Sasha Rea-** written report submitted. 6th grade shadow day went well, calls continue to come in about possible enrollment for the 2022-2023 school year. STO fundraising goals have been set for 2022. Working on the initial outreach letter. Blue and Silver has been set for 2023 on March 25th location TBD.
- E. Business Manager- Nicole Holtkamp-** Nicole presented the bills for general and activity accounts for April along with the financial statements. A motion was made by Fr. Joseph Phung to approve the April bills and financial statements, seconded by Ryan Kruse. Motion carried unanimously.

Committee Reports:

A. Standing Committees

- i. Finance and Budget: Loren Menke, Ryan Kruse, Dan Steffensmeier, Chad Ward-** nothing to report
- ii. Buildings and Grounds- Ryan Kruse-** meeting Thursday with the Diocese regarding entry way at high school.
- iii. Policy – Loren Menke, Kim Menke, Fr. Joseph Phung-**the 100 policies are done, and changes will be at the May meeting. Policy 900 was done by Fr. Hoffman and no changes.
- iv. Technology – Loren Menke, Fr. Dan Dorau, Zach Pieper –** no meeting until fall
- v. Marketing- Kim Menke, Fr. Dennis Hoffman, Zach Pieper –**Judi's report covered
- vi. Curriculum- Loren Menke, Dan Steffensmeier, Zach Pieper-** report at last meeting
- vii. Health / Wellness / Safety- Chad Ward-** will meet next fall
- 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-**recently met and updates given at this meeting.

B. Organizations-

- i. Foundation Board- Chad Ward-**will meet next Monday.
- ii. TAPS-Kim Menke-** finalizing carnival for May 6th.
- iii. Athletic Board- Ryan Kruse-** meeting Wednesday
- iv. Music Boosters Loren Menke-**7-12 concert May 4th at 7 pm, 4-6 concert will be held May 18th and both for music and band.
- v. Rodeo- Loren Menke-** nothing

Adjournment: A motion was made by Fr. Dennis Hoffman to adjourn the meeting at 7:44 pm, seconded by Fr. Joseph Phung. Motion carried unanimously.

Closing Prayer: Fr. Dan Dorau

Respectfully submitted by Nicole Holtkamp Business Manager