

HOLY TRINITY CATHOLIC SCHOOLS, INC.

Board of Education Meeting

October 22, 2018

The regular meeting of the Holy Trinity Catholic School Board was called to order at 5:37pm Monday, October 22, 2018 by President Steve Link at the Holy Trinity Catholic Jr/Sr High School in Fort Madison, IA. Ms. Karen Schumaker led the group in an opening prayer.

Roll Call: Present: Mike Avery, Brad Box, Lisa Hansen, Steve Link, Loren Menke, Amy Merschman and Paul Wilkerson. Father DeRammelaere arrived later.

Agenda: Steve requested that the following items be added to Old Business, item A. JH/JV Softball Proposal, item B. Color Schemes Selection for Elementary Project, and move Policy – Job Description, Business Manager to item C. The agenda was approved as amended on a motion made by Brad Box, seconded by Lisa Hansen. Motion carried.

Minutes: The minutes of the September 24, 2018 regular meeting and October 8, 2018 special meeting were approved on a motion made by Loren Menke, seconded by Lisa Hansen. Motion carried.

Welcome Guests/Comments from Audience/Open Forum: Steve welcomed the guests, including Karen Schumaker, Linda Peitz, Sara Mueller, Madeline Taylor, Jill Stull, Stefanie Drollinger, Brenda Graham, John Hansen and Rebecca Hannum. John Goetz briefly joined the meeting later.

Teacher Presentations: Steve invited the teachers to stop by and talk to the board about what is happening in their classrooms.

Sara Mueller – JH Language Arts, 8th Grade Computer Science: Discussed the curriculum used by the JH students and how that progresses to High School. Also discussed a program called IXL which is a formative assessment that helps identify areas needing additional instruction and skill development (this program can be used for other subjects too, grades Pre-K through 12th, should the school decide to purchase a subscription; she is currently on a trial period for 70 days and may be able to secure a trial for the remaining of the school year). Her students are responsible for the Trinity Publishing news piece and another piece in conjunction with The Democrat.

Karen Schumaker – Karen presented to the board regarding K-6 religion which she teaches, as well as projects the students do such as: Rice Bowl and Operation Christmas Child; activities such as the Monday morning gathering for K-3 students where they recite a positive statement that was painted on the wall by Emily Dingman; the Rosary; Lenten retreats; serving funeral masses; creating posters for Right to Life; and help with Veterans Day Celebration. The children are participating and helping others in addition to classroom instruction. Michael Sheerin added how fortunate we are to have a dedicated K-6 religion teacher, as this is unique among school systems.

Madeline Taylor – Presented to the board regarding the religion classes she teaches at the high school, this year grades 7, 8, 10 and 11. She went through each grade level and summarized the curriculum and topics, the tools they use in class, requirements and activities surrounding confirmation, and other activities the students do such as the meal boxes.

Acellus update and discussion: Jill Stull shared information with the board regarding the Acellus program and how it's going so far this year. Currently using it for 25 courses in the HS, including 8 AP courses. Currently using 108 out of our 125 seats that are available through next August. Out of 120 students in grades 8-12, 108 students are using Acellus. Some teachers use Acellus as a tool to supplement regular classroom instruction. She provided information to the board regarding how certain teachers are using it in their classes, as well as listing the subjects that some students are taking individually. Allows students to learn the same material at their own pace. Acellus recommends that teachers receive training on the program, which is free training. Jill answered questions from the board.

Old business:

Softball Program – John Goetz, Loren Menke – Loren Menke reported to the board regarding a request by John Goetz to consider a JH/JV softball program. We currently have a young JH team. Mr. Goetz proposes having a JH/JV program for 2018-19 for our HTC team. He has not signed a sharing agreement with FM Schools. He has spoken with the State and received approval. The Athletic Board is aware and knows that jerseys will need to be purchased. The players buy their own pants. Looking ahead, he wants to move into a Varsity program in 2019-2020. Questions were raised by the board, which were answered by John, who arrived during the discussion, and Loren. Lisa Hansen made a motion to approve the JH/JV Softball program for the 2018-19 season, and her motion was seconded by Amy Merschman. At the time of the vote there were 7 board members present. Motion carried with one dissenting vote (6-1).

Color Schemes for Elementary Project - Steve reported that a committee met on Tuesday of the prior week with an interior designer hired by Klingner, as well as John Hansen, to discuss the color scheme. Members of the committee included Father Bruce, Steve and Bridget Link, Jan Randolph, Brigitte Crabtree and Mr. Sheerin. Steve reported that he and Michael were planning to meet with the elementary teachers the following Wednesday regarding the color schemes.

Policy – Job Description, Business Manager, Second reading of change to existing policy – Steve advised the board that this revised policy was distributed at the last regular meeting in September and asked the board if they wanted it to be read again. No one requested this. Lisa Hansen made a motion to approve the second reading of the proposed changes, which was seconded by Amy Merschman. Motion carried. Mike Avery made a motion to skip the third reading of this policy and approve the changes, which was seconded by Paul Wilkerson. Motion carried.

New Business:

Co-curricular Contracts: Steve presented the following co-curricular contracts to the board:

1. Mike Rung - 5th Grade Boys Basketball Coach
2. John Hellige – 6th Grade Boys Basketball Coach
3. Brad Randolph – 7th Grade Girls Basketball Coach (volunteer)
4. Amy Hellige – 8th Grade Girls Basketball Coach

All of the contracts listed above were prepared according to the budget approved for the 2018-19 fiscal year. Lisa Hansen made a motion to approve the contracts listed above and her motion was seconded by Loren Menke. Motion carried.

Administrative reports:

Youth Ministry: Nothing submitted.

Early Childhood Centers: Written report submitted by Stefanie Drollinger. Also advised the board that their fundraiser wrapped up on Friday and it was very successful. Also asked the board to spread the word that they are in need of substitutes.

Elementary and Jr/Sr High School: Written report submitted by Michael Sheerin. He also showed the board some pictures of a school he recently visited to display the incorporation of colors. The school principal there recommended not using light gray for the walls due to hand prints and scuff marks that appear. They also recommended satin paint rather than matte for scrub-ability.

Marketing Director: Written report submitted by Brenda Graham.

Business Manager: Mindy Goldie provided the financial reports and accounts payable for October. Also certified to the board that the minutes of the meetings from the preceding year have been properly retained and are on file in the Business Office of HTC Schools in West Point, IA. A motion was made by Lisa Hansen and seconded by Amy Merschman to approve the payment of the bills as presented in the Accounts Payable report. Motion carried.

Committee reports:

Finance & Budget Committee: Steve Link reported that he will set up the next meeting either before the next work session or another date that will allow more time for discussion of outstanding items.

Policy: Lisa Hansen reported that she, Mike Avery and Shelley Sheerin have been emailing each other regarding the admissions application and the possibility of a \$100 application fee. Steve will add this to the agenda for the next work session.

Technology: Loren Menke reported that the Tech committee had met twice since the last school board meeting. Bobbi Kruse is the committee head again this year. Charles Scoville is on the committee and said he and Debra will make a \$50,000 donation towards new smart boards for the elementary school.

Marketing: Mike Avery reported that he and Brenda Graham met earlier that day to begin planning for the Blue and Silver Celebration, identifying potential committee members. Said Brenda is doing a great job of creating materials that can be easily revised in the future and she is doing a lot of promotion of HTC on social media venues.

Committee reports:

SIAC – Paul Wilkerson reported that he talked to the FM Police Chief regarding getting their help to put together a safety plan.

Rodeo Chairs Recruitment – Loren Menke advised that we can remove this committee since its purpose has been fulfilled. Steve reported that negotiations will begin very soon with the TSR operating committee regarding our concessionaire contract.

Athletic Board – Paul Wilkerson reported they will meet on Wednesday and will remind them to supply their budget.

Adjournment: Loren Menke made a motion to adjourn at 7:19pm. His motion was seconded by Lisa Hansen. Motion carried.

Respectfully submitted by Mindy Goldie.