

HOLY TRINITY CATHOLIC SCHOOLS, INC.
Board of Education Meeting
February 28, 2022

The regular meeting of the Holy Trinity Catholic School Board was called to order at 7:00 pm Monday, February 2022 by President Loren Menke at the Holy Trinity High School Spark Room. Father Dennis Hoffman led the group in an opening prayer.

Roll Call: Present: Fr. Dan Dorau, Fr. Dennis Hoffman, Ryan Kruse, Kim Menke, Loren Menke, Amanda Older, Fr. Joseph Phung, Zach Pieper, Dan Steffensmeier, Chad Ward. Absent: Leah Steffensmeier

Approval of Agenda: There were no additions to the agenda.

A motion was made by Chad Ward to approve the agenda as presented, seconded by Fr. Hoffman. Motion carried unanimously.

Loren reminded that the next board meeting will be held March 28th at 7:00 pm at the Elementary Cafeteria in West Point.

Minutes: A motion was made by Fr. Hoffman to approve the minutes as presented, seconded by Kim Menke. Motion carried unanimously.

Welcome Guests/ Comments from Audience: Loren welcomed the guests, including Linda Peitz, Savannah Strunk, Karen Schumaker, Rebecca Hannum, Judi Dinwiddie, and Angie Holland

There were no other comments.

Old Business:

- A. Elementary Bill:** Furniture is where it is supposed to be in the classrooms and helpful to have the additional furniture in the rooms.

A motion was made by Dan Steffensmeier to approve the Elementary Bill, seconded by Ryan Kruse. Motion carried unanimously.

New Business:

- A. Closed Session- Budget 2022-2023:** A motion was made by Ryan Kruse to leave open session and go into closed session at 7:04 pm, seconded by Dan Steffensmeier. Motion carried unanimously.

A motion was made by Ryan Kruse to leave closed session and go into open session at 7:45 pm, seconded by Fr. Hoffman. Motion carried unanimously.

- B. 2022-2023 Budget:** 3.5% tuition increase and 3.5% staff and teacher raises.

A motion was made by Dan Steffensmeier to approve the 2022-2023 Budget, seconded by Ryan Kruse. Motion carried unanimously.

- C. Transfer Grants:**

- \$500 for Grades 1-5
- \$1,500 for Grades 6-11 split over 2 years with \$1,000 first year and \$500 2nd year
- \$1,500 for Grade 12

- D. 2nd Reading Policy 203.10**

- E. 2nd Reading Policy 203.17**

F. 2nd Reading Policy 203.20

G. 2nd Reading Policy 230.21

H. 2nd Reading Policy 208.0

I. 2nd Reading Policy 211.10

J. 2nd Reading Policy 211.40

K. 2nd Reading Policy 211.50

L. 2nd Reading Policy 211.70

M. 2nd Reading Policy 211.80

N. 2nd Reading Policy 212.0

A motion was made by Chad Ward to approve the policies 2nd Reading and wave the 3rd, seconded by Fr. Dan Dorau. Motion carried unanimously.

Q. 1st Reading Health & Wellness

A motion was made by Fr. Dan to approve the 1st Reading of the Health & Wellness Policy, seconded by Zach Pieper. Motion carried unanimously.

R. Post Prom Flower Fundraiser: A motion was made by Chad Ward to approve the Post Prom Flower Fundraiser, seconded by Kim Menke. Motion carried unanimously.

S. JAMF Renewal: A motion was made by Zach Pieper to approve the JAMF Renewal, seconded by Ryan Kruse. Motion carried unanimously.

T. Sharing Agreements for 2022-2023

1. Girls & Boys Bowling with Keokuk
2. Boys Swimming with Burlington
3. Football at Fort Madison
4. Wrestling at Fort Madison
5. Girls & Boys Track & Field at Fort Madison
6. Girls & Boys Tennis at Fort Madison
7. Girls & Boys Soccer at Fort Madison
8. Girls Cross Country at Fort Madison
9. Boys Baseball at Fort Madison

A motion was made by Chad Ward to approve the sharing agreements for 2022-2023 school year, seconded by Dan Steffensmeier. Motion carried unanimously.

U. Coaching Contracts:

1. High School Golf- John Goetz
2. Assistant High School Golf – Tom Gendron
3. JH Track- Amy Hellige
4. JH Soccer – Mike Rung
5. High School Softball- Loren Menke (volunteer)
6. Assistant High School Softball- John Hellige
7. Assistant High School Softball- D.J. DiPrima

A motion was made by Dan Steffensmeier to approve the Coaching Contracts, seconded by Fr. Hoffman. Motion carried unanimously.

V. Corporate Resolution for Gym Floor from Athletic Board- Not to exceed \$30,000.00

A motion was made by Ryan Kruse to approve the Corporate Resolution for Gym Floor from Athletic Board not to exceed \$30,000.00, seconded by Zach Pieper. Motion carried unanimously.

Administration Reports:

- A. **Early Childhood Center-** written report submitted. Savannah said preschool numbers for 3-year-old in Fort Madison are full, and there is a waitlist, 2 moved to West Point and there are total of 15. Scholastic book fair ended and was a success. The network update is complete.
- B. **Elementary and Junior/Senior High School- Amy Bautista- K-6 Principal:** written report submitted. 3rd Quarter mid-term grades were sent on 2/25/22. Kindergarten Parent Information meeting went well. Midway through staff evaluations. 5th/6th grade had science fair and was well attended by the HTC Community. The search for Maintenance Manager continues. **Craig Huebner- 7-12th Principal/CAO-** written report submitted. On February 8th Juniors took the ASVAB test. February 9th the Science Fair was held in West Point. Geoff Overton & Eva Piquer have been working together throughout the month to help enhance our Spanish program. Student Auction took place on February 16th. On February 23rd 8th Graders took the NAEP test.
- C. **Marketing Director-Judi Dinwiddie-** written report submitted. 38 students signed up for Kindergarten Roundup CGI video will be shooting March 30th. 6th Grade Shadow Day will be end of March.
- D. **Admissions- Sasha Rea-** written report submitted.
- E. **Business Manager- Nicole Holtkamp-** Nicole presented the bills for general and activity accounts for February along with the financial statements. A motion was made by Chad Ward to approve the February bills and financial statements, seconded by Dan Steffensmeier. Motion carried unanimous.

Committee Reports:

A. Standing Committees

i. Finance and Budget- Loren Menke, Ryan Kruse, Dan Steffensmeier, Chad Ward- Budget was approved tonight.

ii. Buildings and Grounds- Ryan Kruse- nothing to report

iii. Policy – Loren Menke, Kim Menke, Fr. Joseph Phung-continuing to work on updating policies

iv. Technology – Loren Menke, Fr. Dan Dorau, Zach Pieper – nothing to report; ECC update

v. Marketing- Kim Menke, Fr. Dennis Hoffman, Zach Pieper –meeting March 8th.

vi. Curriculum- Loren Menke, Dan Steffensmeier, Zach Pieper- will present March meeting

vii. Health / Wellness / Safety- Leah Steffensmeier, Chad Ward- policy in process

viii. Catholic Identity- Father Dan Dorau, Father Dennis Hoffman, Father Joseph Phung, Leah Steffensmeier- nothing to report

ix. Family Accounts Board-Loren Menke and Ryan Kruse- nothing to report

x. SIAC- Loren Menke, Dan Steffensmeier-met Feb 15th and will meet April 15th.

B. Organizations-

i. Foundation Board- Chad Ward-will meet in March

ii. TAPS-Kim Menke- pizza sale ended 2/28, donating an item to Blue & Silver, looking to find people to help with carnival on May 6th and will be serving food trucks. Planning on having the 1st day of school supplies.

iii. Athletic Board- Ryan Kruse- spring sports will be starting soon

iv. Music Boosters Loren Menke-Music Boosters & Athletic Board looking to split the cost of a new sound system in Fort Madison

v. Rodeo- Loren Menke- nothing

Adjournment: A motion was made by Zach Pieper to adjourn the meeting at 8:25 pm, seconded by Fr. Hoffman. Motion carried unanimously.

Closing Prayer: Fr. Dennis Hoffman

Respectfully submitted by Nicole Holtkamp Business Manager