

Holy Trinity Board of Education Meeting Minutes  
April 14, 2016  
Regular Session—6:00 pm

Meeting was called to order by John O'Halloran.

**I. Opening Prayer:**

**II. Roll Call**

Members Present: John O'Halloran, Megan Weisenhorn, Chris Cowherd, Melissa Garton, Jeff Clubb, Pat Benoit, Donna Patton, Ryan Fox, Eric Hollander, Anne Franklin, Fr. Michael, Paulette Chapman

Members Absent:

Staff Present: Andrea Carmichael

Recording Secretary: Erin Grillot

**III. Approval of Agenda**

Ryan made a motion to approve the agenda, Chris seconded the motion; the motion was approved.

**IV. Review of Board Minutes**

Chris made a motion to approve the March minutes, Donna seconded the motion; the motion was approved.

**V. Open Forum: None**

**VI. Administrative Reports**

A. Principal's Report: Anne Franklin reporting

1. 2015/2016 enrollment stayed the same since last meeting
2. 2016/2017 enrollment: 412
3. Teacher Resignations
  - a) Alison Cocks (PS)
  - b) Allison Discher
  - c) Katie Lagan
  - d) Jennifer Kelly
4. Hiring/Internal Transfers
  - a) Michelle Fry - transfer from Learning Support to Kindergarten
  - b) Jennifer Hopkins - transfer from Grade 2 to Grade 5
  - c) Jacklyn Peterson - transfer from MS Language Arts to ½ time Library position
  - d) Sara Dopheide - transfer from Grade 4 to Learning Supports
  - e) Jean Fox to replace Reading Recovery with a K-2 Literacy Interventionist
  - f) MS Spanish: Maddy Ehlert
  - g) Still hiring for: 4<sup>th</sup> grade, 2<sup>nd</sup> grade, MS language arts, Preschool, and associates
5. Governor's Scale up STEM award: Holy Trinity was awarded funding for the Engineering is Elementary (EiE) STEM program
6. Kindergarten Round Up
7. Artist in Residence: Nicole James
8. DK Switching to PM: Helps the PS am problem and allows the offering of morning wrap around

B. Religious Education/Faith Formation: Paulette Chapman reporting

1. Faith Formation: Winding down
2. VBS registration is under way
3. Sacramental Formation update

4. First Communion retreat went well
5. Last confirmation class of the year
- C. Pastor's Report: Fr Michael reporting
  1. Annual Diocesan Appeal: 45% of goal
  2. Diocese news
    - a) Msgr. Stessman passed away
    - b) Diocesan pastoral center
    - c) Seminarians: 2 from HT doing a retreat this summer in Spain
    - d) Catholics Come Home: will continue through the rest of 2016
    - e) 24 hours with the Lord; very positive experience
  3. Parish News
    - a) Purchase of property; not doing anything with it yet
    - b) Easter Vigil: Wonderful celebration; most adult baptisms we've had in a while
    - c) School principal resignation
    - d) Director of Faith Formation Resignation—effective middle of June/academic year
      - (a) Finished looking at job description and will begin looking for candidates
    - e) Diocesan/Parish Capital Campaign update
    - f) Parish Membership update: 1,232 households; approximately 3,600 members
    - g) Visioning process update: A few sessions have occurred, 11 scheduled in April
    - h) Track/Field update: Will start May 9<sup>th</sup>—track and whole area closing down; recess and PE will be on the North side and the parking lot

## **VII. Liaison Reports**

- A. Athletics: No Report
- B. Faith Formation: No Report
- C. Finance Council Parish: No Report
- D. PTO: Pat Benoit Reporting
  1. Slow this time of year
  2. Purchased a water fountain with bottle filler for MS/bathroom hallway; the current middle school one will replace the one in the church
  3. SCRIP: 4 new volunteers
  4. Looking for chair people
  5. Staff requests
- E. Technology Committee: Eric Hollander reporting
  1. Prairie Meadows grant: will find out in June
  2. Summer projects: Teacher desktop replacements; promethean boards
  3. Jim will have more flexible time next year
- F. SIAC: No Report

## **VIII. Committee Reports**

- A. Alumni: John O'Halloran reporting
  1. Senior Luncheon: Weds May 25<sup>th</sup>
- B. Enrichment: Eric Hollander reporting
  1. First Chess club meeting: About 10 kids
  2. Girls on the Run: 15 girls signed up; 5k is in May
  3. Lego Club is going well
  4. Hyper Stream being discussed for next year
- C. Enrollment: No Report
- D. Finance: No Report
- E. Policy & Personnel: No Report

**IX. Old Business:**

A. By Laws/Constitution

1. 2009 v 2012 version; 2012 was maybe not ever ratified/signed
2. Clean up information
3. VP/Presidency: Keep it as a practice but put it as a nomination so it is in the minutes; election and new members installed at the end of the year—June meeting
4. Will finalize and send out for approval at the next meeting

**X. New Business:**

A. BOE Elections

1. Candidate Recommendation from Chris: Mr. Cockman
2. May 21<sup>st</sup>/22<sup>nd</sup> voting weekend
3. Put bios in the bulletin the two weekends before voting

B. Principal Hiring Process

1. Already on Teach Iowa website and the National Catholic Educator's website
2. Committee will be convened; already have interview questions
3. Thank You to Anne for all she is doing

**XI. President's Report:** None

**XII. Adjournment:** Pat made a motion to adjourn. Megan seconded the motion. The motion was approved.

**XIII. Closing Prayer:** Fr. Michael

**XIV. Closed Session**