

Holy Trinity Board of Education Meeting Minutes
March 10, 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, Heather Keenan, Anne Franklin, Fr. Michael, Paulette Chapman

Members Absent: Donna Patton, Ryan Fox, Eric Hollander

Staff Present: Andrea Carmichael, Melissa Heller

Recording Secretary: Erin Grillot

III. Approval of Agenda

Chris made the motion to approve the agenda, Jeff and Pat seconded the motion; the motion was approved.

IV. Review of Board Minutes

Slight edit made to X.D to clarify meetings; Pat made a motion to approve the February minutes with the change, Chris seconded the motion; the motion was approved

V. Open Forum: None

VI. Administrative Reports

A. Principal's Report: Heather Keenan reporting

1. Enrollment stayed the same since last meeting
2. Melissa to speak on PS information
 - a) Enrollment data
 - b) PS 4s and wrap around care
 - c) 29 for PS4, 8 who still haven't registered
 - (a) Already waitlisted for AM
 - d) Ideal situation would be to offer all day care every day
 - e) Space Issue
3. Transfer grant: Want to offer again this year with a possible earlier date and also a smaller grant for DK/Kindergarten
 - a) Concern on DK/Kindergarten and discussion on reasons it wasn't done previously
4. Letters of assurance have come back: 1 teacher and 1 associate will not be returning
5. Contracts will go to teachers on March 11th to be returned March 25th
 - a) Language change from diocese in regards to unfulfilled contracts
 - (a) How does this relate to HT's policy on this?
 - (b) Will gather information and come back to this
6. Activities
7. Calendar
 - a) NCEA discussion; not all will go, but one from each grade band
 - b) Pat made a motion to approve; Chris seconded the motion; the motion was approved

B. Religious Education/Faith Formation: Paulette Chapman reporting

1. Faith Formation: 2 new students
2. Sacramental formation: parent meetings for First Communion
3. Faith Formation for all ages: Generations of Faith
4. Lent preparations
5. Professional development/CLADD
6. Busy time upcoming
7. Resignation

C. Pastor's Report: Fr Michael reporting

1. Annual Diocesan Appeal
2. Diocese news
 - a) Chrism Mass
 - b) Diocesan pastoral center
 - c) Seminarians: 2 form HT
 - d) Catholics Come Home
 - e) 24 hours with the Lord
3. Parish News
 - a) Immaculee and Fr. Ubald
 - b) Reconciliation
 - c) Elect and Candidates
 - d) Visioning sessions
 - e) Property news
 - f) BOE Elections
 - g) Dir of Faith Formation position

VII. Liaison Reports

- A. Athletics: No Report
- B. Faith Formation: No Report
- C. Finance Council Parish: Report from Ryan Fox
 1. New parish trustees: Glen Hall and Mary Ann
 2. Reduce number of bank accounts—push from the diocese
 3. \$45,000 total price on track/etc. with irrigation
 4. Quote from DSM Fencing for North End: \$2100
 5. Summer projects: refinish bottom of pew; replace doors and drinking fountains; new sign
 6. Preschool building needs new roof and there is a possible foundation issue
- D. PTO: No Report
- E. Technology Committee: No Report
- F. SIAC: No Report

VIII. Committee Reports

- A. Alumni: John O'Halloran reporting
 1. Bulletin blurb looking for new members
 2. Senior luncheon
 3. Database update discussion
- B. Enrichment: No Report
- C. Enrollment: No Report
- D. Finance: No Report
- E. Policy & Personnel: No Report

IX. Old Business:

- A. Tuition Increase had 2nd vote via email
- B. By Laws/Constitution
 - 1. Dr. Bonday reviewed
 - 2. Separating the by-laws and the constitution
 - 3. Discuss changes—need to make changes to reflect what we are doing
 - a) VP to President
 - b) Nominations
 - 4. Get other schools'/parishes version

X. New Business: None

XI. President's Report: None

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

XIII. Closing Prayer: None