

Holy Trinity Board of Education Meeting Minutes
May 12, 2016
Regular Session—6:00 pm

Meeting was called to order by John O'Halloran.

I. Opening Prayer: Father Michael

II. Roll Call

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

Members Absent: Pat Benoit, Donna Patton

Staff Present: Andrea Carmichael

Recording Secretary: Erin Grillot

III. Approval of Agenda

John made a change to the agenda, moving Paulette's report to after first administrative report and adding a closed session at the end. With this change, Jeff made a motion to approve the agenda and Eric seconded the motion; the motion was approved.

IV. Review of Board Minutes

Paulette had an addition to the minutes, adding "retreat" in VI.B.4. With this change, Eric made a motion to approve the minutes from April's meeting; Chris seconded the motion; the motion was approved

V. Open Forum: None

VI. Administrative Reports

A. Religious Education/Faith Formation: Paulette reporting

1. First Eucharist went well
2. There are 3 groups of Confirmation students right now: 8th graders and families had a Confirmation meeting for information and requirements; John Leonetti also led a parent and sponsor meeting for other Confirmation students
3. Last EDGE of the year
4. Baptism lesson with 1st graders
5. May 4th was the last Faith Formation class
6. CLADD Meetings
7. VBS registration

B. Principal's Report: Anne reporting

1. 2015-2016 enrollment stayed the same; 449
2. 2016-2017 enrollment at 420, plus 8 who have said yes but are not yet registered
 - a) Hope to boost kindergarten number through roundup
3. Teacher Appreciation Week
4. Hiring Update
 - a) MS Spanish: Madison Ehlert
 - b) MS Language Arts: Coleen Dermody
 - c) Continue with interviews for:
 - (a) Grade 2
 - (b) Grade 4

- (c) Preschool 4s
- (d) Athletic director
- 5. Arts Updates
 - a) Artist in Residence
 - b) Musical
 - c) Band
 - d) Tess Kennedy, student, had poetry published
 - e) EPLA21: 100% completion for our ELL students on this test
 - f) Professional Development Updates
 - g) Tuition Transfer Grant discussion
 - (a) Marketing/Marketing committee discussion
 - (b) How to retain PS4 numbers into kindergarten
 - (i) Can we re-configure? Would having PS4 housed in the main building help create more of a community for the parents? How do we hook them into the environment/community?
 - (ii) Board should see marketing plan next year and get updates for accountability
- C. Pastor's Report: Fr Michael reporting
 - 1. ADA Update
 - 2. Ordinations
 - 3. Deacon formation: Doug Renze from Holy Trinity
 - 4. Diocesan Pastoral Center renovation campaign
 - 5. Parish News
 - 6. Parish Membership update: 1238 households; approximately 3600 members
 - 7. Visioning process update

VII. Liaison Reports

- A. Athletics: Jeff reporting
 - 1. Will need to replace Director of Activities/Athletic Director
 - a) Figure out job duties and stipend
 - 2. Track: Championship meet tomorrow
- B. Faith Formation: No Report
- C. Finance Council Parish: Ryan reporting
 - 1. Ball Field/Track update
 - 2. Building and Grounds
 - 3. Summer Projects
 - 4. Renter in the corner house
 - 5. Garage sale: \$14k
- D. PTO: Email report from Donna
 - 1. T-Shirts for every student next year funded by the PTO
 - 2. New drinking fountain
 - 3. School Supplies drive
 - 4. Teacher's requests
 - 5. Community information should all be available on calendars
 - 6. How to get more volunteers
 - 7. Buys bags for all kindergarten round up students, I ♥ HT red tote bags
 - 8. PTO movie night—Minions
- E. Technology Committee: Eric reporting
 - 1. Will find out about Prairie Meadows grant next month
 - 2. 22 headphones will be ordered for Preschool 4s
 - 3. 13 teacher desktops will be replaced this summer
 - 4. Private data rules for staff

5. Replacement for Jennifer
 6. Laser printer needs replaced
- F.SIAC: No Report

VIII. Committee Reports

- A. Alumni: John reporting
 1. Lunches—May 25th
- B. Enrichment: Eric reporting
 1. Question on how we keep the momentum going on new clubs, etc.
 2. Parent liaisons help bring others in
 3. Do Girls on the Run twice next year?
- C. Enrollment: No Report
- D. Finance: John reporting
 1. Update on finances
- E. Policy & Personnel: Anne reporting
 1. Policy proposal for changes to 424.4 and 424.3
 2. First Official reading
 3. Ryan made a motion to approve; Chris seconded; the motion was approved

IX. Old Business:

- A. By-Laws/Constitution
 1. Pat sent out an updated constitution
 2. Chris made a motion to approve the constitution; Megan seconded; the motion was approved

X. New Business

- A. School Finance summary: Already covered

XI. President's Report: None

XII. Adjournment: Ryan made a motion to adjourn. Eric seconded the motion. The motion was approved.

XIII. Closed Session