

Holy Trinity Board of Education Meeting Minutes  
March 7, 2017  
Regular Session—5:30 pm

Meeting was called to order by Ryan Fox.

**I. Opening Prayer:** Chris Cowherd

**II. Roll Call**

Members Present: Ryan Fox, Megan Weisenhorn , Chris Cowherd, Donna Patton, Eric Hollander, Molly Pigneri, Melissa Garton , Chris Nigg, Sheila Goode, Anne Franklin, Kandice Roethler, Fr. Michael  
Members Absent:  
Staff Present: Jennifer Hopkins  
Guests:  
Recording Secretary: Erin Grillot

**III. Approval of Agenda**

Chris Cowherd made a motion to approve the agenda. Molly Pigneri seconded the motion.

**IV. Open Forum:**

1. Megan Weisenhorn announced via email her decision to step aside as board president due to family and time constraints: Ryan has assumed leadership.

**V. Review of Board Minutes**

Chris Cowherd made a motion to approve the minutes from the December meeting. Eric Hollander seconded the motion.

**VI. Administrative Reports**

A. Principal's Report: Anne reporting

1. 440 enrollment for this year (No changes since February meeting)
2. Events
  - a) Previous Events: Conferences; Donuts with Dad (340 registrations!); Japanese Tea Ceremony; Farewell to the Alleluia; Ash Wednesday
  - b) Upcoming Events: Lent; Artist in Residence
3. Teacher/Staffing Updates
4. Enrollment 2017-2018: 402
  - a) At about the same amount as last year after this point in registration
  - b) 25 believed to be returning who have not yet registered
5. Marketing Efforts
  - a) Update on what has been done and what is upcoming
  - b) Discussion on marketing
  - c) Specific data sets
  - d) Preschool efforts
  - e) Numbers on cost for marketing lists of 4 year old
  - f) Space issues with recruiting PS 4

- (a) Discussion
- g) PS 4 Enrollment discussion
  - (a) Update policy?
  - (b) Data from enrollment
  - (c) Policy Suggestions
    - (i) Including employees; alumni; parish affiliation coming into play earlier
    - (ii) Recommend that the policy committee review and make recommendations to the board
- B. Religious Education Report/Pastor's Report: Fr. Michael
  1. Diocesan Prayer Service on Feb 28 at ST. Ambrose
    - a) Full house
    - b) Great homily
  2. Visioning Process timeline update
  3. Directory of Faith Formation search update
    - a) Where postings have been made
  4. Parish Garage Sale
  5. First Eucharist Retreat: 4/8
  6. Annual Diocesan Appeal
    - a) 2017 Goal: \$108,462
  7. School Reconciliation
  8. Lenten Schedule
  9. 11 people entering the church at Easter

## VII. Liaison Reports

- A. Athletics: Eric Hollander Reporting
  1. Middle School boys basketball championships: 8<sup>th</sup> grade got in the top 8; 7<sup>th</sup> grade got 1<sup>st</sup>
  2. HT Hosted a boys basketball tournament
    - a) Discussed how to sell more items/make more money at the tournaments
  3. Track starting soon
- B. Finance Council Parish: Ryan Fox reporting
  1. Overall finances good
    - a) 52.5% of budgeted expense has been used; were budgeted to be at 58% at this point
  2. HVAC discussion still ongoing; goal is to have it fixed over the summer
- C. School Finance: No Report
- D. PTO: Kandice reporting
  1. PTO discussed classroom parties and food as treats; whether to have parties and whether to have a food treat at said parties. Looking at not having food but other things to do in lieu of that.
  2. School Supply Boxes: Looking at a new company that is cheaper and offers name brands as well as customized options.
- E. Technology Committee: Eric Hollander reporting
  1. 2 Promethean boards that are starting to die; parts were purchased to replace
- F. Enrichment: Megan Weisenhorn
  1. Pioneer is hosting a Hyperstream tech day on April 7th
  2. Girls on the Run: Slow on enrollment this year
  3. Hyperstream post mortem discussion occurred: what worked well, next year; etc.

**G. Marketing/Enrollment: Chris Cowherd reporting**

1. Preschool discussion
  - a) What is the motivation to increase space to accommodate another section; if this is the direction the marketing is going, the space will be needed
  - b) Numbers on a temporary unit?
  - c) What other space options would be available? (creative use of existing space)
  - d) Other costs to consider—staffing, etc.
  - e) Discussions will happen around data, capital campaign, visioning process
    - (a) Capital Campaign discussion
2. Chris working to schedule a meeting with teachers in regards to Parent Ambassadors

**VIII. Committee Reports**

- A. Alumni: Megan Weisenhorn reporting
  1. Met in regards to Senior Luncheon
    - a) Date scheduling issues
- B. Policy & Personnel: Ryan Fox Reporting
  1. Reviewing 400 level policies

**IX. Old Business**

- A. BOE Candidates
  1. Continue to think about potential candidates
- B. Spanish Discussion on program that had previously been discussed; Chris brought up questions
- C. Donna: Marketing suggestion: St. Theresa does a dodgeball competition as community builder and fundraiser

**X. New Business**

- A. Survey Results: postpone discussion until next month
- B. Next Meeting: Thursday, April 6<sup>th</sup> at 6:00

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

**XII. Adjournment:** Chris Nigg and Sheila Goode made a motion to adjourn. Chris Cowherd and Megan Weisenhorn seconded the motion.

**XIII. Closing Prayer**