

Holy Trinity Board of Education Meeting Minutes  
April 11, 2019  
Regular Session—6:00 pm

Meeting was called to order at 6:00 pm by Molly Pigneri

**I. Opening Prayer:** John Mertes

**II. Roll Call**

Members Present: Molly Pigneri, Chris Nigg, Thomas Sherzan, Christa Baker, Matt Koester, Mike Johnson, Erin Grillot, Jolene Edgington  
Members Absent: Susan Fenton, Fr. Mark  
Staff Present: Anne Franklin, John Mertes, Melissa Heller, Andrea Carmichael  
Guests: Dr. Jerry Deegan  
Recording Secretary: Sherri Long

**III. Approval of Agenda**

Erin Grillot made a motion to approve the agenda; Mike Johnson seconded the motion.

**IV. Open Forum:** Dr. Jerry Deegan presented the new diocesan approach for the Des Moines Region.

**V. Review of Board Minutes**

Chris Nigg made a motion to approve the minutes; Jolene Edgington seconded the motion.

**VI. Administrative Reports**

- A. School Report: Anne Franklin Reporting
- a. Current registration number is 428
  - b. A team of NET (National Evangelization Team) will be at HT on April 25. Middle school students will participate in a day of faith examination
  - c. February VIP Breakfast – 223 reservations; served 196; April VIP Breakfast – 129 reservations; served 140
  - d. Anne passed out the 2019-2020 school calendar; diocese is mandating once a month Wednesday early outs to allow for more collaboration among diocesan teachers
  - e. Staff changes for next school year are: Deb Allen (library) is retiring; Julia Nahorski (1<sup>st</sup> grade) is moving to Minnesota; Alison Fitzpatrick (1<sup>st</sup> grade) is going to St. Pius, which is her home parish; Caroline Moffit (4<sup>th</sup> grade) took a position closer to her home; Tessa Reiter (MS Math) is moving closer to home; Rachel Weeks (MS Science) is shifting her career; Jana Taylor (Band) is staying home with her son
  - f. Hiring updates: Lori Bruck (library) is an internal transfer; 1<sup>st</sup> Grade – an offer has been extended to an internal candidate; interviews for MS math are the week of April 12; interviews for Kindergarten/1<sup>st</sup> Grade are the week of April 18; interviews for 4<sup>th</sup> Grade/band/science are the week of April 22
  - g. Upcoming Events – Artist in Residence is May 6-9; the artist is Candace Camling, Illustrator; this year it was coordinated through the PTO, but paid for through Title IV funding;
  - h. Grant updates: Prairie Meadows – notification in June, requested \$6,000 for Chromebooks and \$12,000 for STEM lab; Governor’s Scale-UP STEM initiative grant was received, requested “Pint Size Science” materials and training for 8 teachers and 11 classes grades PK-2; Catholic Foundation of SW Iowa grant was received, requested \$3,000 for STEM lab
- B. Religious Education/Faith Formation Report: John Mertes reporting
- a. 44 second grade students and parents attended the annual First Eucharist retreat
  - b. Planning continues for NCYC; the first meeting is April 23
  - c. The applications for vacation bible school are ready; VBS is scheduled for July 8-12. Cost is \$40 per child with \$100 maximum.

- d. A parish wide faith formation mailing will be sent to all families with children that are faith formation ages. Holy Trinity school students will not receive the mailing.
- C. Pastor's Report: Fr. Mark reporting
  - a. The contracts for the plaza project have been signed and the funding is in place; work is scheduled to begin April 16
  - b. 215 pledges or 18% of all households have been received for the Annual Diocesan Appeal

### **VIII. Committee Reports**

- A. Alumni: Erin Grillot reporting
  - a. Senior luncheon is scheduled for May 23; invitations have been sent
- B. Policy and Personnel: Molly Pigneri reporting
  - a. See below under Old Business
- C. Enrichment: Erin Grillot reporting
  - a. Three Holy Trinity students attended chess tournament
- D. Marketing/Enrollment: Melissa Heller reporting
  - a. Continuing to follow up with families to complete registrations
  - b. Last visioning marketing committee meeting was April 8; working on direct mail piece
  - c. The website has been updated and is ready to go live once it has been approved, there will be a landing page for tour requests/rsvps
  - d. Three options to choose from for HT logo. Artists are working up their creative rationale.
  - e. Writer is working on shortening the script to 30 seconds; we will then go to layout of the storyboard.
  - f. Working with Win Communications on redesign of the website, next meeting is May 1 to better determine timeline

### **VII. Liaison Reports**

- A. Athletics
  - a. The track season has begun
- B. Finance Council (Parish): No report
- C. School Finance Council: No report
- D. PTO – No report
- E. Technology: No report; meeting is scheduled before the May Board meeting

### **IX. Old Business**

- A. BOE Constitution
  - a. Second reading was held
  - b. Thomas Sherzan made a motion to approve the second reading and Erin Grillot seconded. The motion was passed; all in favor; BOE revised eligibility policy was approved.

### **X. New Business:**

- A. Recruiting for new board members will begin; elections will be held in May
- B. Notice of the amended Constitution to be printed in the bulletin
- C. Moving the June board meeting from June 13<sup>th</sup> to June 6<sup>th</sup>

### **XI. President's Report**

Next meeting is May 9 at 6:00 p.m. in the media center

### **XII. Adjournment:**

Chris Nigg motioned to adjourn. Thomas Sherzan seconded the motion. The motion was passed.

### **XIII: Closing Prayer: John Mertes**