**Holy Trinity School Advisory Committee Consent Agenda**

January 7, 2021

**Minutes of the Holy Trinity School Advisory Committee**

**Meeting Date:** December 3, 2020

Members Present: Carolyn Leister (Chair), Jacki Dahm, Amanda Longden (Principal), Luke Piwoni, Bill Kurer (Parish Council Liaison), Angie Kern

Members Excused: Casondra Evans, Kim Calliari

1. Opening Prayer
* Mrs. Leister called the meeting to order at 6:05pm
1. Visitor Comments
	* Jennifer Marx has resigned from the advisory committee
	* Reminder that comments and discussions within the committee are confidential
2. Approval of August minutes
	* Motion of Mr. Piwoni & Mrs. Kern to approve the Meeting Minutes. Motion carried.
3. Principal’s Report
	* First virtual week has gone well. Teachers have received good comments.
	* 9.3% of staff/students out to due COVID, several call-in’s recently during virtual week so this number will increase.
	* Response to Q&A document – several positive emails, comments
4. Pastoral Council Liaison Report
	* There was no meeting since our last advisory committee meeting.
5. Old Business
	* Advisory Committee Formation – put an ad in weekly newsletter for volunteers. Minimum of 7 members, maximum of 11 is ideal.
	* Set up an advisory committee email address. Email can be used for those interested in joining a committee or misc comments/questions from families. Email address will be listed in weekly newsletter and on our website. Carolyn will manage email inquiries for now, and bring items back to the committee, when necessary.
	* Emergency Operations Plan – annual online ALICE training for staff, looking into options for next year – possibly renew ALICE subscription or review other options.
	* Dress Code update – has gotten a bit better, some reminders about capri pants being worn during the colder weather. First step – reminder to student, second step – call to parent.
6. New Business
	* Volunteers (grandparents, parents, other relatives, and/or parishioners)
		1. Recess duty, crossing guard in morning and/or afternoon, website design/maintenance, come February – Junior Achievement is a possibility, due to COVID school is looking for volunteers on more of a regular basis - 3 days/week for an hour or two vs. in/out of the building for 30-60 minutes here and there.
		2. Create a volunteer page on our school website – Google form. List web page in school newsletter and weekly church bulletin. Mrs. Longden to discuss with Miss Angela to gauge comfort level.
		3. Mrs. Longden to ask teachers about assistance they may need, may lead to additional volunteer opportunities.

Next Advisory Committee Meeting – January 7th. We will continue to meet the first Thursday of the month at 6:00pm. A schedule will be provided on the next meeting agenda as well.

* January 7 Regular Meeting
* February 4 Regular Meeting
* March 4 Common Meeting
* April 1 Regular Meeting
* May 6 Common Meeting
* June 3 Common Meeting
1. Closing prayer
* Mrs. Leister closed the meeting at 6:42pm

**Principal’s Report –** Amanda Longden

Report will be given at the meeting.

**Pastoral Council Liaison Report –** Bill Kurer

Council has not met since the December Meeting.

**Advancement Committee –** Carolyn Leister

Advancement Committee has not met recently so no update.

**Home & School –** Dani Knorr

The Home and School Committee is organizing a Drive Thru Chili Dinner for Sunday January 31st to kick off Catholic Schools week.