

**Minutes of the Holy Trinity School Advisory Board**  
**Meeting Date:** January 3rd, 2019

Members Present: Carolyn Leister (Chair), Heidi Butler (Vice Chair), Paul Sebo (Secretary), Sandy Krautkramer, Casondra Evans, Angie Kern Jennifer Crombie (Principal), Bill Kurer (Parish Council Liaison)

Members Excused: Andrew Dahlberg, Kim Calliari, Traci Lawrenz

**1. Opening Prayer**

- Mrs. Leister opened the meeting with a prayer at 6:30 PM

**2. Visitor Comments\***

- None.

**3. Approval of November Meeting Minutes**

- Approved by consensus with no changes.

**4. Principal's Report (10 minutes) – Jennifer Crombie**

- Mrs. Crombie reported on the following:
  - Our 6-8 grade students entered the Patriot's Pen Essay Contest sponsored by the VFW. HTS had 5 of the top 10 finalists from the Patriot's Pen essay contest this year. The theme was, "Why I Honor the American Flag." Out of over 500 essays, the VFW received the top essays from Badger, Kewaskum, Holy Trinity, and Bridges Virtual Academy. The HTS students who finished in the top 10 are: Kate Butschlick, Sarah Okrent, Victoria Quissek, Noah Schellinger, and Jenna Vorwerk.
  - The 3K-4K Extend-A-Day program was presented to the Finance Council on December 12, they approved the starting of this program second semester of this year. The program will begin on Monday, January 28.
  - Standards-based assessment and grading information continues to go home to parents in the weekly newsletter. Dr. Kim Ehrhardt is coming to HTS in February to do a school instructional practices assessment to help us develop a plan to be ready to fully implement a standards-based instructional approach by the 2020-2021 school year.
  - The IXL program was purchased for the 8<sup>th</sup> grade Math and Algebra students to assist in the preparation for High School math readiness. Beginning second semester this will be fully implemented and the class structure will be adjusted to provide more instructional time.
  - Catholic Schools' Week planning is under way. It is the week of January 28-February 3. The theme this year is "Learn. Serve. Lead. Succeed." Sunday, January 27, is the Kick-Off Catholic Schools' Week Chili Dinner following the 11:00 a.m. Mass. Also, on that day we will hold our 3K/4K & 5K Round-Up from 1:00 p.m. to 2:00 p.m. Ads have been in the bulletin, school newsletter, on Facebook, the Statesman, and St. Mary's bulletin in WB.
  - We will participate in the Catholic School's Fair on Sunday, February 3, at St. Mary's in West Bend after the 7:30 a.m. And 9:30 a.m. Masses. Still need families to commit to being present and we need to let Rhonda Prim know how many tables we need.
  - Students in grades 3, 5, & 7 will be taking the ITBS beginning in March. Information will be coming home soon.

**5. Pastoral Council Liaison Report (10 minutes) – Bill Kurer**

- Mr. Kurer reported that the Pastoral Council decided to hold off with developing a Strategic Plan until fall.

**6. Advisory Board Subcommittee Reports (5 minutes per committee unless otherwise noted)**

**a) Advancement Committee – Carolyn**

- Mrs. Leister reported that the committee is scheduled to meet to work on February activities.

**b) Home & School – Sharyl Zillmer**

- No report

**c) Technology Committee – Ben S.**

- No report

**7. Old Business**

**a) Advisory Board Training**

- Mrs. Crombie recommended that this training be held in August with the start of a new school year, the committee agreed.

**b) Dress Code – Review current policy**

- Mrs. Crombie reported that a few families inquired about the discussion of uniforms from the November 6<sup>th</sup> minutes; the committee revisited the topic with Father Strand participating in the discussion. No changes proposed.

**c) Confirm Advisory Board Meeting Schedule and Review the Common Meeting Schedule**

- January 3 6:30pm Common Meeting St. Michaels
- February 5 5:30pm Regular Meeting at Holy Trinity
- March 7 6:30pm Common Meeting at Holy Trinity
- April 2 5:30pm Regular Meeting at Holy Trinity
- May 2 6:30pm Common Meeting at St. Michaels
- June 6 6:30pm Common Meeting at Holy Trinity

**8. New Business**

- None

**9. Closing Prayer**

- Mrs. Leister led the closing prayer to end the meeting at 8:00 to join the common meeting.