

Minutes of the Holy Trinity School Advisory Board  
Meeting Date: October 10th, 2017

Members Present: Heidi Butler (Chair), Carolyn Leister (Vice Chair), Paul Sebo (Secretary), Kim Calliari, Andrew Dahlberg, Casondra Evans, Angie Kern, Sandy Krautkramer, Traci Lawrenz, Bill Kurer (Pastoral Council Liaison) & Jodi Casetta (Principal)

**1) Opening Prayer**

- Mrs. Butler opened the meeting with a prayer at 6:08 PM.

**2) Welcoming New Members and Introduction of Board Members**

- All members present.

**3) Visitor Comments**

- None

**4) Approval of September Meeting Minutes**

- Approved by consensus with changing Mr. Dahlberg from excused to present.

**5) Principal's Report (10 minutes) – Jodi**

- Mrs. Casetta started her report by indicating how really well behaved the students are. The teachers and her continue to work on developing a writing rubric that will provide consistency between classes.

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

- At the last Pastoral Council meeting Mrs. Casetta presented on the accreditation report and goals of the school.

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

**a) Advancement Committee – Carolyn**

- Working on two main projects: 1) develop a marketing plan, 2) preparing a school gathering booth.

**b) Home & School – Michele Okrent**

- Gave an update on upcoming events, the Thanksgiving Dinner, Christmas Parade, Chili Dinner and Game Night.

**c) Technology Committee – Ben S.**

- Working on getting the Kindles ready for the 3K-5K classes.

**8) Old Business**

**a) School Projects**

- i. Thanksgiving Celebration**
- ii. Chili Dinner**
- iii. Christmas Float**
- iv. Family Game Night**

- Items were reported on in the Home & School committee report

**b) Long Term School Improvement Plan – 5 Year Plan/Goals – Jodi**

- i. School-Based Goals**

## **ii. Parish Goals**

- Discussed fundraising and financial sustainability – Annual Fund remains a questions

## **9) New Business**

### **a) Thoughts/Brain-Storming Session – Word-of-Mouth Recommendations for the Marketing Committee**

- The board recognized that the word of mouth is still the best for getting families to attend Holy Trinity School. We feel there should be a greater presence in Facebook. There should be an “elevator speech” created and given to families. Questions were raised about the status of the report card.

## **10) Closing Prayer**

- Mrs. Butler closed the meeting by leading a prayer at 7:10.