



**Immaculate Conception School Board**  
**January 18, 2024, 7:00 p.m.**



**Call to Order 7:03p.m.** Katie Holtkamp, President

**Opening Prayer:** Donna McGrath

**Roll Call:** Father Matthew Heinrich, Katie Holtkamp (President), Principal Sue Canzoneri, Maggie Rahlfs (Vice President), Bridget McDonald (Recording Secretary), Lauren Nerad, **Kay Moran**, Vince Kennedy, Angie Escher, Nathalie Gregerson, Donna McGrath, Mark LaCivita

*\*Bold names were not present*

**Representative Reports**

*Parish Report (Father Heinrich):*

- Teen Club served Feed My Starving Children in Mundelein. There were 25-30 participants.
- Prayer Group: A group that specifically prays with people directly. Father Matt encourages people that are passionate about praying with others to reach out to him. Support people to process and reflect on their experiences. It takes place after Mass on Saturdays and Sundays.
- Alpha program is 30 minutes for a meal which is provided, 30 min on reflection on life and 30 minutes of discussion with your peers. Discussion and reflection on faith and life values. Free to all participants
  - Saturday February 3rd: 8:30-10am
  - Monday February 5th: 7-8:30pm
- Connect retreat with 22 people happened a few weeks ago. It was a time to pray and rest.
- The Alumni committee is beginning to build a timeline and gather information about alumni. Meet and greet with the school board took place on Thursday, January 18th.
- Ash Wednesday: Father Matt and Sue have been working together on reconciliation and experience day (April 13th: 9-11am: 2nd graders)
- St. Joseph Table: Bake Sale but where the money will go will be TBD.

*School Report (Principal Sue Canzoneri):*

- Catholic Schools week is January 28th.
- Open House is 11:30-1:00 pm. We need parent tour guides so reach out to Sue Canconeri to volunteer.
- Kick off for the fun run is February 20th and Fun Run is on February 29th
- I-Ready diagnostic number 2 is currently happening with students
- Safety: Fobs are going to be used with opening doors for staff. Sue just received a fob and soon staff will be using them.

- Re-registration for school is due February 15th: \$200 fee which will be applied to their tuition fee
- New milk program started in January.
- New LED lights are in the parish center.
- Staff is realigning the ELA programs K-8th.

*Communications and Petitions (Recording Secretary)*

• The following link anyone can fill out so that we are aware of any IC Family that has had a major life event.:

<https://docs.google.com/forms/d/1JDwVT4KSULKHGS4k51xaLP873JiOlzA72dH0KggjYuw/edit>

**Committees (Reports/Updates)**

- **Finance** (Vince Kennedy)
  - o No report
- **Maintenance and Capital Business** (Vince Kennedy)
  - o No report
- **Future Planning** (Father Heinrich, Donna McGrath, Lauren Nerad, Maggie Rahlfs, Angela Escher, Mark LaCivita, Kay Moran)
  - Alumni committee came to meet the school board on January 18th
    - o Discussed creating a timeline and beginning to gather alumni information using a QR code to a google form to gather alumni information to be able to communicate IC events. (Open House, SuperBowl Party and St. Patrick's Day party, etc.)
    - o Discusses a biannual newsletter for alumni
  - School Messenger and PowerSchool: Angie and Maggie will pilot the tools we currently have access to and then meet with a rep to have them explain everything.
- **Public Relations** (Father Heinrich, Principal Sue Canzoneri, Katie Holtkamp, Vince Kennedy, Lisa Kessler, Mark LaCivita, Amy Magruder, Bridget McDonald, Angela Escher, Kay Moran, Lauren Nerad, Maggie Rahlfs and Donna McGrath)
  - o No Updates
- **Constitution/Policy/Discipline** (Nathalie Gregerson and Katie Holtkamp)
  - No report – the by laws were updated 2021
- **Safety and Security**
  - o Mark reported that security seems to be going well since we implemented incentives. We have had coverage everyday.
  - o Staff should ensure doors are closed behind them when they leave the building at the end of the day.

**New Business**

- IC Cares:
  - o AmVets will bring a truck for the clothing drive. Lauren created a save the date.
  - o Nathalie has been communicating with Resurrection hospital: Labor and Delivery

Department is looking for diapers, wipes and swaddle blankets (April 20th: 9am-12pm)

- Reach out Mary Niewinski and Deacon Rick and Carol may be willing to partner
- New life for Old Bags: Drop off plastic grocery bags and make mats for the homeless
- Teen Club can help out. TBD.

Open questions/comments from visitors

- 6 Visitors:
  - No comments or questions

### **Closed Session**

*Budget and Current Financials*

- Discussion on budget and tuition

### **Action Items**

- Lauren, Nathalie and Maggie will discuss and finish planning for IC Cares Day. Save the date flier will be sent out soon.
- PowerSchool and School Messenger: Angie and Maggie will look more into the platform and set up a meeting with the rep to have them explain the tools with Sue and Father Matt
- Tuition letter for 2024-2025 school year needs to be approved February 2. Approval for the tuition letter will be at the February school board meeting. \*May need to move the February school board meeting back if need be. Father Matt and Vince will let us know.
- Leadership dinner is February 8th at 6:30pm: Sign up genius will be sent out and school board members please RSVP.

### **Closing Prayer:**

Adjournment 8:21 p.m. 1st motion: Bridget McDonald 2nd motion: Maggie Ralfs

All in Favor Motion passes

Respectfully submitted by: Bridget McDonald, Secretary

Minutes approved: 1st motion: Katie Holtkamp, President 2nd motion: Maggie Rahlfs, Vice President