



Immaculate Conception School Board
November 16, 2023, 7:00 p.m.



Call to Order 7:06 p.m. Katie Holtkamp, President

Opening Prayer: Kay Moran

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):

- Experience Day will be April 13th.
- Father Matt is working on a draft of a letter to send to 2nd & 1st grade parents.

School Report (Principal Sue Canzoneri):

- New milk ordering procedure was sent out: One complaint because you can't order just for one day. But most parents found the new form was easy to use,
- The intent to return went home this week to plan for next year's enrollment.
- Open house is December 1st.
- New dry fit uniform shirts for girls and boys. White and blue polos. New half zip uniform sweater. Order through school bells.
- Security: Anderson lock company has been pulling wires and the doors will switch to key code. No more keys will be used. Tuition credit to work security will begin soon. Staff will use the shared 911 APP. The APP can cover fire alarms, intruders and medical emergencies.

Communications and Petitions (Recording Secretary)

- Bridget emailed Erin Fergus about combining efforts to send cards on behalf of the IC Community. 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/1JDwVT4KSULKHGS4k51xaLP873JiOIzA72dH0KggiYuw/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)

- Met on **Thursday, November 9**, 2023

Meeting Focus:

- Alumni Association Update - Roles were assigned for the alumni committee. We will meet with the alumni committee members before the January 18 board meeting at 6:00PM.
- We looked over the 3 year future planning document.
 - o HVAC is the next big project
 - o After the HVAC, endowment is the next undertaking
- Communications Committee Met **Wednesday, November 8**
Meeting Focus: Discuss communication research up to this point
 - o The committee gathered weekly communications from neighboring schools and looked them over.
 - o The committee noted that most schools use constant contact or school messenger for their weekly communication.
 - o The committee would like to further explore School Messenger and Powerschool to maximize opportunities within those systems (communication).

- **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 Uniforms: Revisit the middle school uniforms

- **Constitution/Policy/Discipline** (Nathalie Gregerson and Katie Holtkamp)

- No report – the by laws were updated 2021
- **Safety and Security**
 - o Discussed during school report

New Business

- IC Cares Day options: Resurrection Hospital is looking for items for patients. Nathalie will connect with the outreach nurse and let us know what they need. Lauren and Nathalie will discuss options.

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Open questions/comments from visitors

- 2 parent visitors
- Parent commented about listing the curricula and assessments on a one page handout. She shared a document from a neighboring school as an example.
- Parent commented about the resource program at IC. Parent would like to create a committee for expanding the resource programs and resources at IC.

Closed Session

Budget and Current Financials

- Vince Kennedy led discussion on budget and current financials.

Action Items

- Lauren and Nathalie will meet to discuss IC Cares Day options.
- School Messenger: Maggie is available to send Sue samples of what the platform looks like on the parent side. Angie is in contact with the point person with school messenger
- Invite the Alumni Committee to the January school board meeting and the school board will meet at 6:00pm
- Send a Save the date for IC Cares Day before Christmas break
- Tuition letter for 2024-2025 school year needs to be approved and sent out by February 2024

Closing Prayer:

Adjournment 8:28 p.m. 1st motion: Bridget McDonald 2nd motion: Lauren Nerad

All in Favor Motion passes

Respectfully submitted by: Bridget McDonald, Secretary

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