



Immaculate Conception School Board
August 3, 2023, 7:01 p.m.



Call to Order 7:02 p.m. Maggie Rahlfs, Vice President

Opening Prayer: Maggie Rahlfs

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 absent*

Representative Reports

Parish Report (Father Heinrich):

- Goals for the school year, one of the new efforts I'm making is having each class adopt a saint and a feast day. In it, I hope classrooms can learn about these various saints, but also celebrate it with mass (schedule permitting) and some special things in-classroom.
- Also, as mentioned at the calendar meeting, I would strongly encourage each member to reserve time on October 14th, Saturday, as I have a leadership retreat planned here at the parish, 1pm to 5pm. I will have a guest speaker as well as time for small groups and prayer.
- The focus of this year's Day of Reflection is "Community and Leadership." In short: one of the goals of parish leadership is to build and expand community. Community is not just being concerned about our personal needs, but the needs of those present and building a community that can serve in the future.
- Thursday, Feb 8th, as this will be the Leadership Dinner here in the RA.
- Father Matt would like to meet with the future planning committee in the next few weeks to continue our work with Alumni.
- For Back to School, mass will take place indoors at 5pm.
- Father Matt will offer more details about Coffee House and how they are arranging it for different groups soon. Mary and Father Matt are making a few tweaks and will send the document to all leaders who are the liaison to their respective groups.

School Report (Principal Sue Canzoneri):

- No new staff updates. We have all positions filled.
- Student enrollment is 542 but can change by the day.
- Building updates: Carpet removed, asbestos removed, painting has been done in some classrooms, shatter proof film has been put on doors, all the signs on doors outside will be rehung and redone. We will no longer be able to hang signs on doors for events. Rugs are cleaned. Cleaning company is coming Sunday before furniture is moved back to

classrooms.

- School goals are not written yet until faculty is back at school.
- Sue updated the parent handbook and teacher handbook for the school year.
- The week of August 14th is professional development opportunities for teachers.
- Teacher assignments are sent out to parents on August 14th. The school calendar has dates for curriculum night etc.

Communications and Petitions (Recording Secretary)

- The Calumet Family

Committees (Reports/Updates)

- **Finance** (Vince Kennedy)
 - No report
- **Maintenance and Capital Business** (Vince Kennedy)
 - No report
- **Future Planning** (Father Heinrich, Donna McGrath, Lauren Nerad, Maggie Rahlfs, Angela Escher, Mark LaCivita, Kay Moran)
 - Goals for the year and set up a time to meet with Father Matt. One of the goals will be to continue setting up an alumni outreach committee.
- **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)
 - No report
- **Constitution/Policy/Discipline** (Nathalie Gregerson and Katie Holtkamp)
 - No report – the by laws were updated 2021

New Business

- Welcome to our new board member Nathalie Gregerson
- Katie will set the agenda via email and board members will submit any committee reports to Katie. All Board members can send agenda items via email to all board members to be added to meeting agendas.
- Back to school Bash is Saturday August 26th. Mass begins at 5pm. The movie begins at 8:00pm.
- Coffeehouse-TBD
- IC Cares Day will be April 20th, 2024
 - Same set up: clothing drive & making sandwiches for port ministry
 - Possibly looking into pet supply drive: Donate items to shelters. Nathalie will reach out to get more information.
- Athletics: revisit discussion on creating two teams when participation is high for grade levels
 - Parameters for two teams:
 - need minimum requirement of 16 players for that grade
 - 3 team minimum over 3 grades
 - Can the athletic committee send out a survey to see if participation meets

these parameters to create 2 teams before girls basketball begins?

- Fast Direct: Discuss at the next meeting. Vince will do more research on the current system.
- Milk Orders: 100 students get milk everyday. Can we look into a new system for ordering milk as well?

Open questions/comments from visitors

- Parent questions: Where did we leave off on the security committee?
 - Address security by putting safety film on school doors, in the process of finalizing the electronic doors (no more keys: will use codes) and installed in September.
 - Vince and Mark will meet to discuss on update on number of security volunteers
 - Mark send security volunteer schedule to Sue to send out via Fast Direct monthly
- Parent Question: Do we plan on having in-person or zoom parent teacher conferences? Can parents have an option?
 - Sue will send out survey to parents on their preferences: in person or zoom.

Closed Session

Tuition Update by Vince Kennedy

- No update

Budget and Current Financials

- Vince Kennedy led discussion on budget and current financials.

Action Items

- Vince will meet with Father Matt to discuss possible ideas to streamline communication systems for IC. Vince will research the current system to gain more information about the concerns.
- Vince will meet with Mark to get updates on security measures that will be in place and possibilities for incentivizing security guards. Look into creating a timeline.
- Sue will contact the athletic directors and committee about sending participation surveys to parents before girls basketball begins to decide on the ability to create two teams.
- Sue will put out a survey to parents about what they would like to have parent teacher conferences in person or zoom.
- Add Safety and security updates to SB agendas every month to discuss progress
- Nathalie will look into possibly adding a pet supply drive for local shelters on IC Cares Day.

Closing Prayer:

Adjournment 8:21 p.m. 1st motion: Bridget McDonald 2nd motion: Lauren Nerad

All in Favor Motion passes

Respectfully submitted by: Minutes approved: 1st motion: Bridget McDonald, Recording Secretary 2nd motion: Maggie Rahlfs, Vice President