

Immaculate Conception Parish School Board Meeting Minutes

November 19, 2020

Members Present:

Annie Criddle, President
John Litzelfelner, Vice President
Tim Huff, Secretary

Trina Hindman, Board Member
Cathy Borst, Home & School President
Michele Campbell, Principal

Fr. Randy Tochtrop, Pastor

Outside Communications:

- Immaculate Conception School (ICS) continues to post content to the school's Facebook page (<https://www.facebook.com/icsjacksonmo>). ICS teachers are developing monthly church bulletin inserts. The November insert features the ICS pre-kindergarten and kindergarten classes and their teachers.

Financial Report:

- Board members reviewed the October report for Fiscal Year 2021 (FY21; July 1, 2020 - October 30, 2020). Discussion included the Paycheck Protection Program (PPP) loan and repayment process, and school expenditures which are associated with CARES Act reimbursement through Cape Girardeau County.

Principal's report (Ms. Michele Campbell):

- Ms. Campbell reviewed the current payment status for book fees and tuition, and the current school enrollment, which is 23 students in pre-kindergarten and 141 students in K through 8th grade.
- Ms. Campbell presented the results for the October 2020 ITBS standardized testing. ICS classes were generally above average compared to national results, ranking at between 45th and 77th percentile in the complete composite scores. ICS classes excelled (>75th percentile) in many individual subject areas, including science, vocabulary, social studies, reading, written expression, conventions of writing, and math computation.

Committee Reports:

- **Athletic Committee** - no report
- **Christian Service** - no report
- **Home and School (Ms. Cathy Borst)** - Several restaurant night fundraisers were recently completed including Don Carlos (profit of \$400), Panera (profit of \$158.39), and McDonalds (profit TBD; 2nd grade class won participation). Upcoming fundraisers include ICS restaurant nights (Texas Roadhouse - Dec 6th), ICS Cash Drawing (tickets available now, drawings occur every Friday in 2021), Cornhole Tournament (dates TBD). ICS will enter a float in the Uptown Jackson Christmas parade on Dec 6th. Ms. Borst is still looking for volunteers to chair the Pancake Breakfast to kick-off Catholic Schools Week in January. The next Home & School (H&S) meeting will be on Feb 3rd.
- **Marketing Committee (Ms. Annie Criddle)** - Marketing committee is selling ICS t-shirts at H&S meetings and after Mass. The committee has developed an ICS Alumni Information Form to request contact information for ICS alumni, which will be shared with the parish in December.

Old Business:

- ICS School Board By-Laws were approved.
- Board members discussed the current dress down policy and considered alternative ways to incentivize students to participate in specific activities that currently use dress down days as a reward (e.g. homework pass, extra recess, ice cream party, breakfast surprise days such as donuts, bring your own snack time, and field trips). ICS will plan to phase out dress down day coupons after the current school year. The objective is to promote school identity and uniformity by consolidating dress down days to specific dates in lieu of dress down day coupons that can be used on any date..

New Business:

- Following CDC and DESE guidance, the ICS COVID policy was updated to incorporate a change in the face mask policy to eliminate quarantine requirements if all students and teachers are wearing masks. The policy now requires all students K-8 to wear face masks when social distancing is not possible.

Pastor's Report (Fr. Randy Tochtrop):

- The parish will make Sunday Missals available for purchase by families for \$5 each. Due to copyright and licensing requirements, it is cost prohibitive to print song sheets each week or project lyrics onto a screen in the sanctuary.

Next Meeting Date:

- The next IC School Board meeting will be Thursday, January 21, 2021.