

Immaculate Conception Parish School Board Meeting Minutes October 6, 2021

Members Present:

John Litzelfelner, President
Joey Starke, Vice President
Tim Huff, Secretary

Shelly Meier, Board Member
Trina Hindman, Board Member
Todd Lentz, Board Member

Rose Miller, Home & School President
Michele Campbell, Principal
Fr. Randy Tochtrop, Pastor

Outside Communications:

- The September Immaculate Conception School (ICS) Class Spotlight flyer for church bulletin featured the pre-Kindergarten classes. Board members discussed additional information about upcoming school events that could be included on the back of the flyer.

Financial Report:

- Board members reviewed the August financial report for Fiscal Year 2022 (FY22; July 1, 2021 – August 31, 2021). Board members discussed revenue and expenses associated with the Emergency Assistance for Non-Public Schools (EANS) grant program, which is budgeted to provide \$100,000 in funding this school year, but is not a long-term solution to the current school funding challenges that have resulted from decreased enrollment. Board members also discussed the Home & School subsidy (\$90,000) and the parish subsidy (\$404,644), which contribute the school's total revenue. Two months into Fiscal Year 2022, actual revenue and expenses were generally in line with budget.

Principal's report (Ms. Michele Campbell):

- Ms. Campbell reviewed the current payment status for curriculum fees and tuition, and the current school enrollment for the 2021-2022 school year, which is 36 students in pre-kindergarten and 129 students in K through 8th grade. Ms. Campbell discussed the after-school care program at ICS, which has had up to 70 students and, as a result, requires additional adult supervision.

Committee Reports:

- **Athletic Committee (Ms. Trina Hindman)** – Boys' basketball practices began October 1st. Parochial league games will be conducted without COVID restrictions this year.
- **Christian Service** – Ms. Lynn Dennis reported that 8th grade students are participating in the Immaculate Hearth of Mary Christian Service Program and completing service hours in preparation for Confirmation. Students have provided service to the school and parish by volunteering at vacation bible school, safety patrol at school dismissal, weekday and weekend Mass servers and cantors, updating the school message board sign, clearing out old computers from storage areas, unloading playground rails for the pre-school playground, and helping to set up Mr. Ganiel's music area in the parish center.
- **Home and School (Ms. Rose Miller)** – Ms. Miller presented an update on recent and planned H&S fundraiser events including the Oktoberfest booth and a new Food Truck event. Board members discussed how to better include ICS pre-K families in school activities (e.g. H&S, music concerts, school families). The next H&S meeting will be Nov 15th.
- **Marketing Committee (Ms. Shelly Meier)** – Kindergarten will be featured in the next Class of the Month church bulletin insert along with information about upcoming ICS events. Board members discussed the role of Marketing Committee in the overall marketing efforts for ICS and H&S activities.
- **Parish Council (Dr. Joey Starke)** – Dr. Starke attended the parish council meeting at IC in September, where they discussed an initiative to grow in holiness through prayer and adoration. Ms. Campbell discussed a request from the Bishop to incorporate more prayer in school activities and how ICS classes are doing this. Board members discussed ICS visibility in the parish and community and options for IC and ICS branded apparel that could be available for parishioners to purchase.

Old Business: None

- Board members approved the coaching applications for Mr. Bryan Jones and Dr. Steve Carr for boys' basketball and Mr. Matt Rubel for A-team girls' basketball.
- Board members discussed the school notification procedures for positive COVID cases among students and faculty.

New Business:

- Ms. Campbell discussed the textbook selection and replacement program at ICS, which includes reviewing textbooks for each subject on a rotating schedule and replacing when appropriate based on textbook content and relevancy, physical condition, and replacement cost. Textbooks are selected to incorporate Catholic teaching and produced by Catholic textbook publishers where possible.

Pastor's Report (Fr. Randy Tochtrop):

- Fr. Tochtrop reported that the school is running smoothly this year.

Next Meeting Date: The next IC School Board meeting will be Wednesday, November 3, 2021.