

IMMACULATE CONCEPTION
SCHOOL BOARD MEETING MINUTES
DECEMBER 6, 2011

President Kurt Bruemmer called the meeting to order at 6:30 p.m. Those in attendance were: Kurt Bruemmer, Dan Vanderfeltz, Chelle Shepard, Lisa Berendzen, Carissa Ash, Paula Zeitz, Josh Harden, Jennifer Gerling, Monsignor David Cox, Jill Struemph, and Heather Schrimpf. Jim Skain was also present.

Kurt led the board in prayer to begin the meeting.

The November 1, 2011 minutes were reviewed and approved.

Principal's Report

Catholic School Advocate: The Missouri Catholic Conference has asked that we have an advocate for the school. The advocate would be the link between the MCC and I.C. parents. The I.C. office would be willing and able to forward the information via list serve from MCC. Jill included a sheet on the information. She asked if a board member would be willing to serve as I.C.'s advocate or if we knew of another parent in the school who would be interested to let her know.

SW PBS (School Wide Positive Behavior Support):

We continue to make progress on the behavior matrix. Next week Jill will have a write up in the bulletin for SW PBS to explain what we are doing. There have been some questions regarding the program. The main concern that seems to be popping up is the question about recording data. Jill gave a draft to school board for the write up in the bulletin.

US Cellular:

We are waiting for the money to arrive. Upon the receipt, we plan to replace the CPUs of the teachers' computers under the guidance from the technology committee. The Technology committee will access the needs of the school and set goals for the disbursements of the funds.

Self-Study:

The progress on this is very good. We already have four of the eleven standards complete. Jill has been informed that most of the other standards are finished and ready to turn in the actual flash drives.

Character Plus:

The character we are focusing on this month is kindness and compassion.

Feast of the Immaculate Conception:

The teachers will be focusing on the Feast of the Immaculate Conception and Mary on Thursday. Along with this, they will also have a visit from Fr. Corel on vocations. Finally at the end of the day, they will have a living rosary. This ceremony will begin at 2:15 p.m.

Bullying Issues:

There was a discussion of the concern of bullying issues at I.C. Jill feels that there is more of a concern in certain grades more than others. Jill and Heather along with the teachers are addressing all issues as they occur. It was discussed that because of the wide use of electronic communication that children lack in direct communication and face to face relationships. The teachers are working toward teaching social skills at younger grades. The SW-PBS (School Wide Positive Behavior System) shows and teaches acceptable behaviors. During this three year process, I.C. will be able to create strategic plans to address and improve negative and problem behaviors. And most importantly, will teach and instruct the students the appropriate and acceptable behavior.

Old Business:

Review By-Laws and Constitution

Kurt feels that the school board should remain involved to some extent with approving the annual school budget. Jim Skain, with the parish finance committee, was present to explain the current process of forming and approving the school budget.

The finance committee oversees the formation of the budget. The principal presents the school budget to the finance committee and they review it and provide advice and recommendations. The teachers' pay scale is reviewed and set by finance committee. Sustaining fees are reviewed yearly and set by finance committee. The school budget is rolled into parish budget and the finance committee presents it to Parish Council. Revenues for the parish are estimated by the finance committee and include income received from the endowment and the pledged amount of tithing from the parishioners, and in some years, the DEF money received from the diocese.

Currently, during the budget review process, the school board can make suggestions and make changes in the sustaining fees. While attempting to keep sustaining fees at an affordable level, it is pertinent to continue the awareness of the cost of educating a child at I.C. and the necessity of tithing to the parish by all school families. Jim suggested that a school board member attend the finance committee meetings in January through March during the budget formation process. The finance committee meeting is scheduled for January 17th.

The change to the School Advisory Board Constitution being considered is as follows:

On page 4 in the "With Parish Council" paragraph, the wording (in bold type) would change as follows:

The school advisory board helps insure that the school's program is consistent with the parish's mission and keeps the council informed of the operation of the school. The school advisory board reviews and provides guidance on the annual school budget prior to the presentation to the parish finance committee. Any needed adjustments to the school budget are made by the school advisory board (or budget subcommittee).

The other approved change to the by-laws is on page 9 under the "Athletics" paragraph. The new wording (in bold type) is as follows:

The board president will appoint two members to work with the principal and principal-appointed members on issues related to all athletic policy and programs of the school.

Further discussion will take place at the January meeting.

Confidentiality Agreement

Monsignor Cox was given a copy of the confidentiality agreement to review. The board will discuss this further at the January 2012 meeting. If adopted, the confidentiality agreement will be referenced in the by-laws under the Membership section. The agreement would be signed by committee members at the first meeting of the school year.

Committees:**Recruitment:**

No report.

Athletics:

The basketball Catholic Bowl is hosted by I.C this year. It begins on Saturday, February 18th and runs the entire week, with the finals being held on Sunday, February 26th at Lincoln University.

Technology:

A meeting is scheduled for Thursday, December 8th at 6:30 in the computer lab. At the meeting they will be setting goals for current plans as well as a long range plan for technology in the school. Any school board member is welcome to attend.

Long Range Planning:

They are presenting ideas to the parish administration committee the future use of the Gerbes property. One possibility being considered is a banquet facility. Nick Borgmeyer, an architect, is involved in drafting plans for converting Gerbes property for this use.

Wellness:

Wellness committee plans to meet in January.

Pastor's Report:

Monsignor Cox stated that last year that cuts were made in the school budget by decreasing personnel by 1.5 people. He feels that we need to encourage tithing over a substantial increase in enrollment fees. He is hopeful that we will see a large amount of giving in the month of December, the largest contribution month of the year. He feels that we need to continue to relay the expectation that tithing is a certain percentage of income no matter if you have children in school or not.

Monsignor Cox is excited about the increase he is seeing in the growth in the spiritual life and Catholic faith in the children.

Questions:

The question was asked, "Has IC ever considered daycare?" Jill said that there has been discussions of establishing a daycare. One concern was the cost of updates that would need to be done to the property to comply with state mandates for daycare facilities. Another concern was not having the physical space for a daycare.

New Business:

Jennifer Gerling said that Home & School Association is currently looking for a 7th grade parent to chair the Chili Supper and a 6th grade parent to co-chair. Let Jennifer know if you know of someone who would be interested.

Heather said that the faculty and staff Christmas party will be held on December 21st at her home at 1:30 p.m. Board members are asked to provide gifts for teachers and staff. Each member is responsible to provide 6 gifts for around \$5 to \$10 each. Each board member is asked to also provide one snack for the party. The gifts and snack may be brought to school the morning of the 21st or to Heather's home any time after 1:00.

Closing & Announcements:

No announcements.

Prayer and Adjournment:

After prayer, the meeting adjourned at 8:15.

Next Meeting:

Tuesday, January 3rd at 6:30 p.m.

Monsignor Cox, Pastor

Jill Struempf, Principal

Chelle Shepard, Secretary