

Immaculate Conception Grade School Board

Meeting Minutes April 3, 2018

The Immaculate Conception Grade School Board met on March 5, 2018 in the Media Center of the rectory. The meeting was called to order at 6:35 PM. Present Mrs. Cathy Linley, Principal; Mrs. Sharon Meyer, Asst. Principal; Board Members: Ray Hill, President, Alina Cahill, Jim Papp, Katy Ahern, Tom Dewbray, Amy Brandt, and Kathleen Hillsman.

Excused: Robert Moore, Amir Rajan, Erin Raniere, Father Tom Paul

Opening Reflection: Jim Papp

ADMINISTRATIVE REPORTS

March minutes are approved.

School Board President Report: Ray Hill

After the last board meeting, Father Tom sent a memo that the following spaces have been approved: Two kindergarten rooms and two first grade rooms. Other possible available spaces when they are not in use are MPH, the grassy area, playground, and gym. The memo stated that a survey needs to go out and someone needs to speak with RE. Mrs. Linley spoke with RE again, and they are very willing to work with us. The survey went out and the results quickly showed a lot of interest. Mrs. Linley started conversations with staff. The following week there was a meeting with several board members and they came up with pay options for teachers and ran some numbers to see the profitability of the program. We are still going to try to bring in Right at School just in case we do not have staff members to work this program. Mrs. Cahill will also look into Elmhurst College students as a possible pool of educators in training to staff the aftercare program.

Mr. Hill said the survey results showed the demographics of students interested in aftercare were much older than we originally thought, so therefore we are talking about moving up a floor because the kids are bigger. This would be for 2nd through 8th grade students. This would be better for RE since they do not use all of the classrooms on the third floor and the doors still could be locked. Then the younger grades could have their program in the Preschool room.

After the last board meeting, Father Tom discussed having parents stand at the back of church for the grade school mass to act as ushers. Mr. Hill looked into having the 1900 club staff the grade school mass. John Cushing will take it this Friday. We are going to formally request dads sign up to stand there. Mr. Hill will make a volunteer list of ushers. The Elmhurst Police department will set up training for these parents in emergency management.

Amir Rajan sent updates for the website. Mr. Hill will send these ideas electronically. We should consider making the website responsive for mobile, tablets, and desktops.

Principal's Report: Mrs. Cathy Linley

We have been very busy working on the aftercare program. We spoke to other schools, created a plan for handouts, and spoke to our educators individually. We found four educators that might work a night

or two, be a sub, and one that would be interested in being a coordinator. We are contacting the Catholic Schools Office to see if we were to outsource, what pieces do we have to know about the company. For example, what type of insurance, background checks, and educational pieces. We are looking into having two people job share the coordinator position. We posted the job on the diocese website and it will be posted in the next bulletin.

Results of the survey shared: 54 families are interested, 18 are enrolled in another program. The board looked at coordinator and staff pay and decided we could raise each \$5.00 to make working our program competitive. The school board would like to see the money go back to the teachers. We will look into paying more on Friday. Mrs. Linley will share this information with the staff at our staff meeting.

Monday the school received the new salary schedule for 2018-2019.

Holy Ghost families have been visiting the last few days. We have had many families visit and take a tour. We will send something out in May about the program for next year.

Currently, we have 471 students registered for the 2018-2019 school year this is only 5 students down from our enrollment this year of 476. There are 26 possible students coming from Holy Ghost. There are another 10 students coming from families that are building or moving here, and most of these are in the younger grades. We have not totally accepted anyone from Holy Ghost. We have had two large groups come through that are interested in IC. We are asking families to bring report cards and MAP scores. It does look like we have openings for most of the families, but there is one grade where the numbers may not work. We are being strong on monitoring our classes. We are still waiting for guidelines to come through for supporting in parish rates for these families. Families are touring other schools.

We try to keep how we manage our discipline private. We also try to keep our students with special needs private. We are doing collective pieces with our students with special needs. 70 students out of 476 students have some type of documentation that states they have special considerations. We are into early intervention to help students. We look at numerous things for our students to help them achieve with academics.

School Board members thought the benefit of a Catholic School is to have the day after Easter off. They would like us to look at this again for next year.

Mrs. Cahill brought up adding something for TAT/special needs on the website to tell parents how we help these students.

The grandparent mailing about our Easter appeal went out. We printed out letters to our existing families and alumni families.

We have to fill positions for the school board for next year. We are losing Robert Moore, and Katy Ahern. We will ask Robert Moore to stay on since he only fulfilled the one year left the previous member's tenure. Mr. Hill said that some people have expressed interest in the position.

The Dance Committee thought we could leave the cost of tickets at \$150 for the dinner dance, since 40% of the school does not go to the dance, and the ticket cost paid equals our expenses.

Parents that were involved in the St. Patrick's Day parade thought it was a lot of fun. Next year, the wearing of the St. Patrick's outfit may be an auction item.