

IHM School Commission Meeting Notes



Immaculate Heart of Mary
Catholic Grade School
Indianapolis, Indiana

x Amy Martin	x Susan Paz	x Ruth Durbin
x Liz Elias	x Anna Gilley	x Molly Chavers PTO
x Ronda Swartz	x Andy Hazel	x Myra Mariani PTO
x Amy Schaffer	x Emily Campbell	x Mike Wessel (Finance)
x Christine DiGiovanni	x Jennifer Cvar	<input type="checkbox"/> _____
x Jen Kappes	x Krista Roseberry	<input type="checkbox"/> _____

Monday, November 1, 2021
Via Zoom and In Person
6:30 pm Start

IHM Mission Statement - *Immaculate Heart of Mary School provides an exceptional academic experience grounded in making God known, loved, and served.*

IHM Strategic Vision - *At Immaculate Heart of Mary School, we "R" respectful, responsible, and reverent, grounded in a Christ-centered, Catholic community that is committed to the highest standards of academic excellence and dedicated to developing students' emotional and spiritual well-being.*

1. Opening Prayer - Meeting called to order at 6:31 pm

2. Old Business

- a. Approval of Minutes from October Meeting – Jen Kappes moved to approve the October Minutes. Andy Hazel seconded the motion. The motion carried.

3. New Business

- a. Administrator report – Ronda Swartz
 - a. COVID Update – Not much new to report. There is an upcoming Safety Committee meeting in light of vaccine eligibility opening up for ages 5-11. Masking requirements will be re-evaluated
 - b. Mindfulness – A request will be made of PTO for the ability to obtain additional mindfulness instruction from Lori Bisser
 - c. Schoology/Powerschool transition - The transition continues to prove challenging. 2022-23 enrollment will be done through FACTS (part of Powerschool), but there is a delay in getting that set up
 - d. Testing (NWEA/Quarterly Assessments) – Overall, we are pleased with student performance. There are a couple of areas for improvement, but nothing major or of concern.
 - e. School Calendar – Tentative school calendar for 2022-23 will include a full week at Fall Break (Oct. 17-21). The first day of school will be August 17th, and the last day will be May 31, 2023.
 - f. Teacher Mentorship/Training – Discussion around how teachers are onboarded and mentored. Actions steps include a weekly staff email, training provided through PLC meetings, and the engagement of a third party vendor that conducts training and does observation of new teachers
- b. School Safety – Officer Dino Farrell
 - a. Officer Dino provided a report to the Commission about the tools in SchoolPass, the new visitor management system. Parents will eventually be able to use it to report absences and mid-day attendance changes for appointments, etc.
 - b. The Marion County Safe School Commission comprised of mostly SROs visited IHM and gave very favorable feedback of IHM's protocols.
 - c. There was discussion about afternoon dismissal protocols and the need to "clear the campus" immediately after school.
 - d. There was discussion about ways to enhance and encourage community engagement like door greeters and a PTO-sponsored morning coffee in the Gathering Space

- c. SC items – Amy Martin
 - a. Marketing – Thanks to the committee for all of the hard work.
 - i. Social Media Changes – Increased social media presence is going well
 - ii. Website Updates – We continue to update the website with marketing information
 - iii. Open Houses – Additional dates are being scheduled in January. The Marketing Committee is working on revising printed materials
 - iv. Coffee and Donuts - School Commission will host mass outreaches the weekend of November 13-14. School Commission members are encouraged to sign up to help with all events.
 - v. A suggestion was made to offer more parent-based spirit wear for school promotion.

4. Committee Reports

- a. PTO – A fundraiser to sell IHM beach towels is being explored. Current needs include possibly adding more water bottle fillers and teacher resources. After school enrichment is back and off to a good start. The book fair is Dec 4-10. The Veterans Day program is Nov. 11. Schoolbelles will carry the IHM uniform plaid (has a local brick/mortar storefront). Outreach focus in November is Boulevard Place.
- b. Finance Report - The school is currently running a very typical budget deficit due to beginning of the year expenses. The forecasted income is stable.
- c. Safety Committee – See Officer Dino’s report. There has been discussion about making those meetings public, but it’s been decided to keep them closed.
- d. Athletic Committee – There was discussion about social media posts only featuring students with signed media releasees. The behavior plan continues to be a topic of discussion.
- e. Facilities Committee – No report.
- f. Family Faith Committee – Traveling Mary has begun making the rounds until December 8th. Lots of planning in the works for celebrations for the parish’s 75th anniversary and the 50th anniversary of Fr. Bob’s ordination
- g. Technology Committee - No other updates beyond what was discussed under Safety

There being no further business, the meeting adjourned at 8:12 pm.

Respectfully submitted,

Liz Elias
Secretary