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| **IHM School Commission Meeting Agenda** |  | **Immaculate Heart of Mary****Catholic Grade School****Indianapolis, Indiana** |
| x **Chris Kolakovich**x **Kyle Burkholder**x **Andy Hazel**x **Amy Martin**☐ **Anna Gilley** | x **Frank Otte**x **Matt Lord**x **Emily Campbell**x **Jennifer Cvar**x **Krista Roseberry** | x **Jenn Herrmann** ☐ **Betsey Jeatran**x **Claire Becker** PTO☐ **Julie Otte** PTO☐ **Mike Wessel** Finance | **Tuesday, February 7, 2023****School Library** **6:30 pm** **Access Code: See Cover Email** |

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| **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.***Prayer:** Lord Jesus Christ, we have come together in Your name to work for the good of our school, Immaculate Heart of Mary. Surround us with Your invisible presence and pour Your spirit upon us. Make us use Your gifts in a spirit of trust, love and understanding, so that the children of IHM may experience an abundance of light, compassion, and peace. Let harmony reign among us, and let us keep our eyes ever fixed upon You. Amen.  |

1. **Opening Prayer**
2. **Old Business -** Minutes from January Meeting were approved
3. **New Business**
4. Paula Ryan – Bishop Chatard Update provided, with handouts, including metrics showing favorable performance of IHM students that went on to attend BCHS.
5. Administrator Report-Chris Kolakovich/Kyle Burkholder
6. Upcoming Events at IHM
	1. Successful Catholic Schools week, with great PTO support
	2. Internet Safety Presentation upcoming on 2/15 – recommend all parents attend, students in Grade 3+ will also participate in tailored session the following day
	3. Wee Warriors off to a great start – 2 sessions, good feedback
	4. Lent programming coming soon
7. Admissions Update
	1. 34 private tours since Sept 1, 2022
	2. 45 families visited open houses and toured
	3. Initial list of seats offered for Kindergarten 2023-24
	4. Re-enrollment of current students is nearly complete and nearly 100%
	5. New enrollment offered for open spaces – if all accept, enrollment moves from 390 as of Jan 9 2023 to 414 for next year.
8. Staffing/Budgeting 2023-2024 School Year begins soon, utilizing estimated enrollment for next year
	1. Intention for part-time staff librarian next year, who would be supported by volunteers

 b. SC Items – Emily Campbell

1. Succession Planning
	1. Executive Board – Frank Otte and Krista Roseberry have volunteered for President and Secretary respectively and will be voted at a future meeting if there are no other interested parties
	2. New SC Members – current commission members to brainstorm needs and potential candidates for discussion at March meeting. In addition, anyone interested may submit their name.
2. Transformational Outreach – Reviewed update from Scott Lowe
3. Open Discussion – What else should we be thinking about this year?
	1. Blue Ribbon process is every 5 years – 2024-25 is next opportunity

c. Spirit of IHM Report provided by Amy Martin – fundraising summary is not yet available; Amy is working on updating notes to hand-off to next leader.

1. **Strategic Planning** – Krista Roseberry, Emily Campbell
	1. Status of Surveys – Chris provided update on # of responses so far. Feedback collection continues through 2/15 for students, staff and parent communities.
	2. Nomination of Krista Roseberry as Vice Chairman (limited purpose) approved to support School Commission on aggregation of data and feedback themes, following a raw data review and cleaning phase by School Administration.
	3. Brief overview of timeline and next steps – February: finish surveys and administrative review of data. March: School Commission review of themes. April: Identify areas of focus, format best practices for goals and strategic plan elements, identify sub-teams. May: Sub-team presentations. June: Strategic Plan documentation. July: Close loop with staff and parent communities.

**5.** **Committee Reports**

1. PTO – final ASE programming underway; AR shopping; Spring pep rally planning; Musical March 2-3; Coffee & Donuts planning for March 1 and April 26 with outdoor assembly, weather permitting
2. Finance Report - none
3. Marketing Committee – plan development continues re: content ideas for social media
4. Safety Committee – reviewing Vantage Point consulting plans
5. Athletic Committee - none
6. Facilities Committee – tree trimming planned
7. Academic Excellence Committee – discussion about future of this committee and tie-in with School Improvement Plan, which is viewed as a subset of the Strategic Plan
8. Parish Council – update on Father Bob’s transition; review underway the archdiocese personnel board; early May target for an announcement