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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☐ **Emily Campbell**  ☐ **Jennifer Cvar**  x☐ **Krista Roseberry** | ☐ **Jenn Herrmann**  ☐ **Matt Lord**  x☐ **Frank Otte**  x☐ **Flo Barnes**  x☐ **David Gilley** | x☐ **Gabrielle Neal**  x☐ **Betsy Jeatran**  x☐ **Stephanie Allen** PTO  ☐ **Alissa Cohoat** PTO  ☐ **Mike Wessel** Finance | **Tuesday, September 5, 2023**  **School Library**  **6:30 pm Start** | |

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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 -** Approval of Minutes from August Meeting - approved
3. **New Business**
4. Administrator Report – Chris Kolakovich/Kyle Burkholder

* Start of schoolyear – Back to school night went well; hitting stride now; will gain 2 more students this week (4th and 6th grade; 404 as new total) with Labor Day as final cutoff this semester
  1. Enrollment – agenda topic for next month: 65 students have applied for K in 2024-25. 31 siblings (first-priority), 22 more parishioners = 53. 12 more non-parishioners. Current approach: 50 per grade; 25 per class.
     1. Next meeting: Deeper review of prioritization approach (date applied to school, when joined parish, etc.) and discuss potential updates (for example: self-identifying which ministries involved with)
     2. Current priorities are listed on school website
     3. No cutoff date is provided for applications
     4. We have opened applications for 2025-26 schoolyear
     5. Decisions to be made in January
* New attendance policy – New policy; no previous approach documented at IHM and there was an increasing issue with tardies last year. Admin team has experience with mix of policies with different approaches and mix of situations/causes. Current approach: Warning on third occurrence. 5 per quarter with no consequence. 6th requires parent check-in. 10th requires a meeting with parent/admin/student.
* Staffing – band – new band director, Grace Stine, music education student from Butler (senior with another year to go); Sept 12 is band information night
* Upcoming Events – leadership day mass, grandparents’ day mass, buddy mass upcoming in September. Outdoor assembly 9/20 and coffee talk outside with principals following
* Monthly Safety report – grant received, covering half of expenses for new security position, which will transition to full-time. Will include 3-4 officers who are here in more regular rotation going forward. Safety committee meeting tomorrow.
* Monthly Technology report – new smartboards to begin replacing aging (10-year-old) equipment

b. School Commission Items

* Confirm conflict of interest statements submitted (8/31 deadline)
* Acting on Strategic Plan – present “low-hanging fruit” and first action needed (if prioritized for this year)
  + Community (strength) – David Gilley/Jen Cvar
    - Build upon – doing things together, aggregating all the events happening for school + marquee events for parish as well
    - Is this all captured in one fluid space? Quick glance – can you find all of this somewhere to see all the things happening? (Think of 8th grade events, boy scout calendar, Colts schedule, etc). There is a lot of work internally to combine calendar view, using Google calendar. First action is to let this develop and then loop back and determine if we want to do anything different with calendar summary/promotion of community-building events
  + Catholic Identity – Gabrielle Neal/Krista Roseberry
    - Positive example: 3rd grade back-to-school night tie-in to Catholic identity
    - Service Day – work backwards to help students understand the social justice teachings, continue to foster a stronger learning tie-in – first step is to connect with Service Day volunteer leaders
      * Note: Catholic church has 7 social teachings. Do they overlap with Leader in Me? Do kids know them? There is a resource at the Arch who teaches this – consider merging her toolkit into existing or new programs
    - Service hours in Junior High grades – is there a chance to tie-in more? Do kids connect service to their catholic identity?
    - Diversity and inclusion focus – first step is a follow-up conversation with Anna Harvey
  + Communication – Flo Barnes/Emily Campbell
    - Starting with different ways parents are communicated to – weekly email, Powerschool, Schoology, remind app, daily emails, stuff sent home in folders. Platform usage differs by teacher.
    - First step is an inventory of the current approach to gather more information about what is being used and successes. Is there a one-pager opportunity (template) for indicating what they are using and if they want parents to use or not? Would also help teachers realize all the ways they are communicating. What are the best practices that are working for teachers and parents that we can clone? Will review draft at next SC meeting.
  + Academic Excellence – Chris Kolakovich/Kyle Burkholder
    - Update on differentiating instruction in ELA for 5th-8th focus area - This year’s priority is discussion and planning, but Jr High team is already doing novel studies in differentiated, leveled reading groups.
  + Financial Transparency – Matt Lord/Mike Wessel
    - Hold for next time when Matt and Mike are in attendance
  + Competitive Compensation – Frank Otte
    - Preliminary information gathering phase

1. **Committee Reports**
2. PTO-Stephanie Allen/Alissa Cohoat – First general meeting tomorrow; hot lunch registration a success (389 of 402 students registered, an increase over last year); DC fundraising: mum sale completed with successful results, 6th grade gift wrap sale is new (replacing trash bags). Spirit wear ends this week. ASE is nearly full, includes many new offerings.
3. Finance Report-Mike Wessel – no report
4. Parish Council-Frank Otte – no report
5. Facilities-David Gilley – tables/chairs for gym, AV project in gathering space, new light fixture at 57/Central, budget for HVAC, Illumination fund-a-need is Campus Lightning for both safety and aesthetic purposes
6. Future: Quarterly progress checks against Strategic Plan - underway