

## **Immaculate Conception School Advisory Council Minutes**

Wednesday, April 30, 2025  
Counseling Room, IC School  
6:00-7:15 pm

### **Attendees:**

Heather Schrimpf, Jake Rodemann, Carla Brown, Jennifer McBaine, Taylor Jones, Teresa Bullock, Travis Reinsch, Lora Boessen, and Fr. Matt

Absent: Angela Branson

### **Opening Prayer**

- Fr. Matt began the meeting with prayer.

### **Approval of Minutes**

- The March minutes were approved with a couple typographical corrections. Teresa to make corrections and send to Heather.

### **Principal's Report**

- Farewell Mass and May Crowning will be held on Friday, May 2 at 8am. Following mass, a brunch will be provided to 8<sup>th</sup> grade students, sponsored by 7<sup>th</sup> grade parents.
- 8<sup>th</sup> grade Promotion will take place on Friday, May 9<sup>th</sup> at 1:30 pm. The 8<sup>th</sup> grade students have decided to go to St. Louis for their end of year trip. They will be attending Activate and the Zoo.
- The last day of school is Thursday, May 15, dismissal at 12 pm. After school care will not be provided.
- Enrollment for the 2025-2026 school year is currently 315.
  - Currently enrolled: PreK is 36, Kindergarten is 35.
  - There are 4 students (2 families) leaving, 3 students from 6<sup>th</sup> grade and one student from 3<sup>rd</sup> grade.
- \$2,000 raised to support the Legacy Fund for Incarnate Word Sisters through donations made during the Penny Wars. The raised funds will be sent to the Incarnate Word Sister for use in support of their ministries.
- Debbie Hilke, school nurse will be retiring at the end of the school year. Heather is currently conducting interviews.
- One of the school secretaries, Kate Jennings, will be leaving at the end of the school year. The vacancy will be filled by Taylor Jones.

### **Old Business**

- Pastoral Plan-State of the Parish Report
  - Fr. Matt provided highlights of this report. In collaboration with local parochial schools, Fr. Matt indicated increased focus on mass attendance and participation within the parish will be forthcoming. A copy of this report will be included in the parish bulletin soon.
- Capital Campaign
  - Fr. Matt thanked Heather and Lora for their continued leadership, guidance and support at IC School. He is grateful and pleased with the support shown throughout the Capital Campaign.

### **Standing Committee Reports**

- Athletic
  - Track is winding down. There has been good participation this season. The last competition will be held next week.
- Technology
  - There are plans to start phasing out some of the Chrome books provided during COVID due to age.
- Home & School/Fundraising

- Carla reported Field Day will be held on May 14.
- The back-to-school pool party has been scheduled for July. Admission fee is will \$2/person.
- Open house has been scheduled and will provide ice cream in the cafeteria.
- Wellness
  - Lora reported on her discussion with the DESE representative regarding the lunch audit. Lora provided feedback and suggestions for consideration by DESE. The DESE representative was very appreciative of the feedback.
- Long Range Planning
  - Heather reported the Accreditation Report is complete. She outlined some of the tasks listed on the Action Plan for the next school year. She will forward the plan to Teresa for inclusion with the minutes.

#### **New Business**

- Self-Evaluation of School Advisory Council results
  - Jennifer provided an overview of the results, including positive feedback, improvements and recommendations. The average score was 90.85%. Jennifer to forward results to Heather.
- Policy Updates
  - Lora reported several policies were to be updated, including complaints procedures and AR policy. Lora will forward to members for review and comment.
  - Heather reported several diocesan policies have been updated, including smart technology use, drug and medication administration and hours of the school day.

#### **Closed Session**

- None.

#### **Closing and Announcements**

- Nothing to note.

#### **Prayer and Adjournment**

- Meeting ended with prayer at 7:15 pm.

*Heather Johnson*  
*JENNIFER McBRINE*