

Immaculate Conception School Advisory Committee Meeting Minutes

March 2026

Overview

The meeting commenced with a prayer and approval of minutes. Principal updates included preparations for accreditation, a new math series evaluation, and various educational programs like Magic Carpet Theater and Mad Science. The annual science fair and wax museum are scheduled for March 19 and 25, respectively. The school received new crucifixes and is installing a new fire panel. Listening sessions for parish restructuring are set for June 2 or 4. The school is considering a drama club to boost participation in the school musical. Uniform embroidery costs are being reviewed, and new swag options are being explored. The Mom Prom event is ongoing, with tickets still available.

Action Items

- Attend the retreat on Thursday and Friday (records day Friday) as planned and cover principal responsibilities during absence
- Prepare and present a proposal for a new doorbell/entry camera system (presentation scheduled for tomorrow)
- Arrange installation of three security cameras (one in the athletic vestibule and move an existing camera into the kitchen) with installation scheduled for March 29
- Send a letter home in May summarizing how parents can earn or pay for participation/volunteer hours (15 hours or \$25/hour) and recap options to earn volunteer credit
- Continue researching uniform options and embroidery/labeling methods (French Toast vs. alternative brands and fiber-lock option) and collect sample shirts and pricing
- Take the lead on swag and uniform ordering efforts (compile options, vendors, and a proposal) and deliver an update by the next meeting

Outline

Principal Updates and Accreditation Preparation

- Speaker 1 discusses the school's preparation for accreditation, mentioning the need to gather evidence and organize early.

- The school will be reviewed by a team in two years, and Speaker 1 is working to ensure everything is in order.
- Speaker 1 recalls the accreditation process from 2020, noting the impact of COVID-19 on the school's operations.
- The school is currently evaluating a new math series called Singapore Math, recommended by a teacher with experience in the subject.

Academic Excellence and Extracurricular Activities

- The Magic Carpet Theater will conduct religious presentations and a writing program for students, funded by Title IV.
- Mad Science will present a middle school program in May, funded by Title IV.
- The annual science fair is scheduled for March 19, and the wax museum will be held in the cafeteria.
- The book fair setup begins next Monday, with viewing starting on Tuesday, and the annual talent show is scheduled for March 25.

Catholic Identity and Mission

- The school has received two new crucifixes, and a new fire panel is being installed, which may affect the crucifix wall.
- Students attended reconciliation last week, and listening sessions for the parish are scheduled for June 2 or 4.
- The parish is in the black, and the school has the highest enrollment in 12 years, with a few families expected to move next year.
- The parish will share information about other parishes through playbooks available through the AOD.

Operational Vitality and Restructuring

- Speaker 1 mentions the restructuring process and the involvement of representatives from other parishes.
- The parish has a strong community and excellent relationships with the Knights and Father Joe.
- The school is considering adding a drama club to address resistance to the school musical.
- The school is also looking into summer programming and collaborating with colleges for extra income.

School Musical and Drama Club Proposal

- The school musical has faced resistance, and Speaker 1 suggests creating a drama club for grades 4-8.
- The new director, Michelle Maples, is open to the idea of a drama club.
- Speaker 2 and Speaker 3 discuss the potential benefits and challenges of a drama club, including involving lower grades and providing incentives.
- The idea of having a drama club performance before the main play is considered to increase participation and experience.

Uniform Embroidery and Cost Considerations

- Speaker 2 is exploring options for uniform embroidery, including local companies and alternative methods like fiber lock.
- The current cost of embroidering mass shirts is \$6.95 per shirt, which adds significantly to the cost of uniforms.
- Speaker 2 is considering switching from French Toast to a better quality shirt for embroidery.
- The school advisory team discussed the possibility of switching to a different company for swag, including gym shirts and hoodies.

Swag and Marketing Opportunities

- Speaker 1 and Speaker 2 discuss the potential for swag, including gym shirts, hoodies, and polos for teachers and parents.
- The idea of having a swag page on the school's website is considered to make it easier for parents to purchase items.
- Speaker 2 is open to exploring different companies for swag and will present options at the next meeting.
- The school is also considering using swag as a marketing tool to increase visibility and community engagement.

Mom Prom Sales and Funding Priorities

- Speaker 1 mentions that there are still tickets available for the Mom Prom, with a theme of the 80s.
- The money raised from the Mom Prom will be used to fund various school projects, including new carpet for grades 5-8.
- The PTC is helping with the cost of the new carpet, and the school is also considering upgrading the computer labs.
- The school is looking into funding options for the computer labs, including potential support from the PTC.

Open Discussion and Final Remarks

- Speaker 1 and Speaker 2 discuss the importance of meaningful School Advisory meetings and the potential for more frequent meetings.
- The meeting concludes with a reminder to continue exploring options for uniform embroidery and swag, with updates to be presented at the next meeting.
- The school is also considering additional marketing opportunities to increase visibility and community engagement.
- The meeting ends with a focus on the importance of continuous improvement and community involvement in the school's activities.