



Immaculate Conception School

Advisory Board Minutes December 11, 2017 Library 7:00 PM

Attending: Joan Sullivan, Principal, Fr. Timothy Harrison, Pastor
John Camozzi, Andrew deBernardo, Rich Eaton, Betsy Farrell, Marin Fortune, Dong Soo Song; Donald Alunni

The meeting was opened at 7:15 with a prayer.

Pastor's Report: Fr. Tim reported that all was well in the parish; the staff is gearing up for Christmas events. The last Sunday of Advent is on Christmas Eve so there is an abbreviated Sunday mass schedule for that morning. All information is on Facebook, online and in the bulletin.

Principal's Report: The current enrollment is 252; there is a waiting list for the remainder of the year for Gr 2, and is anticipated next year for grades 3, 4, and 7; kindergarten 2018 currently has 13 enrolled. Open House 11-14 response was excellent: since September, 27 families have inquired; 21 tours have been given, with 6 applications made. Board Member deBernardo reports his experience during a school tour was excellent. There will be another Open House next week and one in January. Private Tours are always available. The IC participated in the Early Education Information Night in Newburyport. RCAB selected us to be part of Academic PLC to study student growth in MAP test results; this study will help evaluate academic standards to be adopted by the diocese and provide information for teachers. Accreditation--recent 5 year Interim Evaluation Report to NEASC accepted without reservation.

The first 1st Grade donated a document camera as a gift for Christmas; it has many academic functions and will be well used. Learning spaces: consideration for modifications to our library space for upper and lower grades, with the computer lab on the basement floor being moved to the current library space for the upper grades; the lower grades will use the basement space for library books and other learning tools. The upstairs computer lab/library and new library basement space will have flexible seating and movable furniture to enable various curricular needs. A donation of 24" touch-screen Google chrome bases was recently made and will replace the devices in the current Computer Lab.

Maple Crest Farms is donating \$5/tree to the IC to those who purchase with the form sent out in the Communicator. The Scholastic Book Fair garnered terrific feedback. HP Graphics is providing Student Planners for all for 2018-19, made possible by parents who chose to advertise on the planner cover. This is a savings for us of \$2400. Spirit wear continues for sale.



Immaculate Conception School

NPE Review: notwithstanding the technology issues related to ticket sales, the NPE was an enormous success; Mrs. Sullivan and Fr. Tim expressed gratitude for the multitude of parents and friends who volunteered this year. Early estimates have the amount raised as around \$90-thousand dollars.

High School applications are currently being made by the 8th grade students.

Budget review: Donald Alunni updated the Board on the school's finances; the board discussed the importance of fundraising for the operational budget and the PTO. This year's PTO fundraiser was an enormous asset to student enrichment as well as technology needs.

At 8:10 pm Fr. Tim left the meeting to manage an emergency.

The board reviewed the budget issues around salaries, technology needs (new server), the cost of educating each student and tuition increase.

Tuition 2018-19: the Board recommends to Fr. Tim and increase of between one and two percent, the goal being \$100 per student.

The meeting concluded at 8:25 pm.

Respectfully submitted,

Betsy Farrell
Secretary