

Immaculate Conception School Board Meeting Minutes November 16, 2021 Garden Level @ 7pm

1. Opening Prayer by Fr. Carl 7:05 pm

2. Roll Jason Moore (P), Katie Hrdlicka (A), Megan Gilbreth (A), Deidra Doerr (P), Tara Vail(P), Bill Gregozeski(P), Christine Schorb(P), Donna Frederick(P), Kyle Doerr(P), Kara Boyd(P), John Oleski(P), Lee Rinella(P), Fr. Carl(P), Fr. Nick(P), Mr. Gregson(P), Mr. Huels(P), (Teacher Rep - Shari Murphy), (Parents and Friends - Jolene Sasser), (Pastoral Council - Sharon Nealon)

Introduce new member – Lee Rinella due to Paul's resignation

3. Approval of Minutes: Donna motioned, Tara seconded, approved (unanimous)

4. Parents and Friends Report: Jolene Sasser

- Trivia Night Nov 6th, made money but scaled back fundraising and event was successful
- Cookie booth update, not doing basket raffle, and all sign ups/info has been distributed
- SquareOne Art: broke record and exceeded annual goal
- Dinner Auction: underway with planning and expects tickets to be available soon

5. Pastoral Council Report: Last meeting was mainly to cover grounds expansion, plans and financing needs. Also working on revising the Parish Constitution.

6. Faculty Report: Shari Murphy (K)

- Food Drive going on now thru Nov. 19th
- 3 8th graders finaled in VFW essay contest, with one moving on to next level
- 1st graders getting ready for Thanksgiving Mass on Nov. 23rd
- Made over \$10K at the recent Mike Conrad family fundraiser
- Kindergarten Turkeypalooza!

7. Committee Reports:

A) Teacher/Employee Committee: nothing to report

B) Development Committee: Chair absent, but other member updated group

- Discussion of Christmas Parade – cannot organize float this year

- Suggest that Pastoral Council handle the Christmas parade and involve multiple Parish groups as needed, and School Board will keep managing Columbia Daze parade
- Bigger discussion of overall responsibilities with parades and events, and the need for the Pastoral Council to manage or delegate responsibility for public events and continuing Parish presence in the community
 - Suggestions: participate in the Columbia Main Street Scarecrow Contest next year and potentially Fest of Fall = booth with child activity gets a free booth – face painting, games, (child friendly temporary tattoos is an easy one), etc.

C) Curriculum Committee: Jason Moore

Zoom Meeting with Mrs. Zika and Mrs. Blaskiewicz on 11/3. We continued the conversation from the October Board Meeting and decided on the following action steps--1. Explore outside resources/grants from One Classroom 2. Parish Volunteer Group that comes into the school and assists Mrs. Zika according to the needs of the school and students 3. Promote tutor opportunities for teachers 4. Connect to Gibault High School, create Gibault Student Tutor List and make available to parents of ICS students (service hours and/or paid tutoring)

Kara is speaking with one of her contacts who has experience with tutoring on how to implement a communication plan to better distribute accommodations between Mrs. Zika and teachers/parents.

D) Athletic Committee: Bill G. with chime in from Asst. Athletic Director, Shari Murphy

- No job descriptions for Athletic Director, Assistant Athletic Director, Soccer Coordinator per se. Given a “to-do list” and responsibilities for each school year.
- AD Tara Kennedy working with Keith to track financials per sport
- TeamSnap was approved for funding by Father’s Club:
 - Should handle billing, registration, physicals, schedules, worker schedules
 - Tara and Shari attending training on Nov. 24th
 - Hope to roll out before next year’s registration
 - Will use for all extracurriculars as well as sports

E) Budget Committee: Keith Huels

No big items of interest – report sent to all members of the Board for review. Doing well: ahead of budget, more tuition students and LatchKey fees are up

F) Discernment Committee: nothing to report

G) Building/Grounds Committee: Keith and Fr. Carl

- Met with the Diocese last week, and they are receptive to refinance our debt with the bonds, etc. to lower interest costs.

- Met with the Finance Council in October to present a plan to enhance Grounds. The Facilities and Property group came up with a Campus Enhancement Plan that has phases – 1 soccer field, 2 other wants, 3 additional classrooms. Total cost is \$4.5 million, plus \$4 million of existing debt.
 - Sometime in the next two years, rollout a capital campaign to garner support for CEP and to help pay down debt.
 - Both the Finance Council and Pastoral Council had concerns about capital campaigns without paying down other debt. Another concern was how to finance the maintenance of the fields going forward.
 - Father Carl: Steps to continue plan before issuing new campaign: refinance current debt, get cohesive plan among all groups, focus on other aspects of CEP rather than debt reduction.
 - The Planned Giving Committee is introducing a Legacy Committee. Charter membership will roll out in January. Way to get more insight into which Parishioners will be including ICC in their estate plans, and a written commitment to aid in planning purposes.

H) Strategic Planning Committee: Zoom Meeting on 11/2. Met with board members, Mr. Gregson, and Father Nick. Discussed Mission, goals, methodology, timeline and action steps. The board committee will meet again in December and March via Zoom. We will conduct our first meeting with stakeholders outside of the board on April '22 with the goal to begin creation of the plan August 2022.

Will use committees from the board to develop areas of focus and roles of committees in relation to the School Board. Use it as an opportunity to update our School Board handbook. Gregson – faculty/staff excited to participate and hope to be part of the process.

8. Principal's Report:

- Covid Protocols (see below)
 - Discussion of close contact and record keeping regarding testing, vaccinations for students, parents and faculty
 - Gregson/Epplin will email all teachers/specials when student is exposed
 - If positive student or teacher, the students and their parents will be notified
 - The School Board is notified if cases escalate, and if a class is quarantined under advice of the health department. Teachers contact parents to ensure education continues.
 - Follow charts of how to handle situations.
 - If showing symptoms, ICS is asking for release from a doctor before returning.
 - Questions to Answer: If fully vaccinated, but showing symptoms, are students required to submit a negative test before returning to school? Can they come to school or not?

- Suggested the need to reiterate that vaccinated children even though exposed to COVID can go to school. Plan to do this when Question above answered and distribute via OptionC
- Memphis Field Trip - April 1 6th grade
- Veterans Day - Collect \$1100, Paul Braun talked about Army Chaplain Emil Kapaun, putting out wreaths on Dec 18 - 20 volunteers with funds raised
- Hallway signage - positive saying/mission statement Summit Graphics, paid for through Parents and Friends and the Father's Club
- Funderwear collection/game is Dec 18 at Gibault. Suggested to announce before Black Friday to encourage purchases while Christmas shopping
- Volunteer Opportunities - suggestions for students for experience of service in Columbia and surrounding areas. Local food bank sorting available? More focus on service and teachers willing to help, just need funds and ideas. Consider building into our strategic plan. Ideas brought forth for activities to complete on school grounds – care packages, food prep, etc.

9. Pastor's Report: Father Carl

- This weekend is the annual Stewardship weekend and will be collecting next year's commitment forms.
- December 11th will conclude our 175th anniversary celebration – Bishop will be here for Mass on Saturday night before Parish Christmas Party. Dinner, dance and 50/50 to pick a charity rather than keep winnings. Make reservations starting this weekend.
- Bishop McGovern has allowed us 5 Masses – 3 on Christmas Eve, two Christmas morning, options for Park and Pray
- On December 5th, at 2:00 pm discussion of Immaculate Conception holy day. Fr. Knab will be celebrating all Masses that weekend.
- Roundabout update still slated for work summer 2022
- **Fr. Nick:** curriculum, strategic planning, religion curriculum specifically – Bishop wants to revamp Religion curriculum after his review of textbooks.

10. Old Business:

- A. A. Solution for noise in the cafeteria-sound barrier, sound panels, lunch extension.
 - on hold per Mr. Gregson
- A. PreK Changes reviewed and brought up by Bill G. for a vote to approve, Donna motioned and Chris seconds, approved unanimously.
 - a. Summary The Age 3 class currently has 26 students, 8 that attend for 3 half days, 9 that attend for 3 full days, and 9 that attend 5 full days. Mrs. Whitworth requested a cap of 20 students. We examined how to cap the class at 20, make the Age 3 program more about schooling and less about daycare, and keep the profit for the Age 3&4 programs at least where they are now.

- b. The key proposition is to eliminate the 3 half-day offering and make the only choice be 5 full days or 3 full days, with MWF being the only days offered for this; anyone wanting 4 full days would have to pay the 5 full day rate.

11. New Business:

- A. Review the ICS School Board Handbook and discuss school board role in the decision making process (**emailed via pdf to the Board**) Propose a committee to revise the ICS School Board Handbook.
 - a. Decided could be done in conjunction with the preparation of the Strategic Plan
- B. School Board Meetings (date, time, location) and Minutes available on the website
 - a. Suggested posting current meeting as Draft, and posting Approved meetings of the prior month after each meeting. Megan needs to supply the meeting minutes for the August meeting forwards to Mr. Gregson or posting, or allow Megan access to post online.
 - b. Jason posting names and contact info online.
- C. Be aware of phishing emails from individuals claiming to be board members or Father Carl. If you do not recognize an email, please contact the board member directly or using the email we use for correspondence with the whole board.
- D. Latchkey - close on Dec 21, May 20 (11:45 dismissal) – decision to NOT offer Latchkey those days
- E. No December meeting – email correspondence, January 2022 back to regular meeting schedule

Closing Prayer: Fr. Nick @ 8:35 pm

<https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/appendix.html#contact>

Close Contact through [proximity and duration of exposure](#): Someone who was less than [6 feet away from infected person](#) (laboratory-confirmed or a [clinical diagnosis](#)) for a cumulative total of 15 minutes or more over a 24-hour period (for example, *three individual 5-minute exposures for a total of 15 minutes*). An infected person can spread SARS-CoV-2 starting from 2 days before they have any symptoms (or, for asymptomatic people, 2 days before the positive specimen collection date), until they meet the criteria for [ending isolation](#).

- Exception: In the K–12 indoor classroom setting or a structured outdoor setting where mask use can be observed (i.e., holding class outdoors with educator supervision), the close contact definition excludes students who were between 3 to 6 feet of an infected student (laboratory-confirmed or a [clinical diagnosis](#)) if both the infected student and the exposed student(s) [correctly and consistently](#) wore well-fitting [masks](#) the entire time.

This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.

IF A STUDENT TESTS POSITIVE

- Mr. Gregson , Mrs. Epplin: student info is added to spreadsheet
- Mr. Gregson: emails all of the student's teachers
- Mr. Gregson: emails all of the parents of the students in the class
- Mr. Gregson: emails the School if warranted (class quarantine)
- Teacher: contacts parent to ensure education is continued

COVID-19 INTERIM EXCLUSION GUIDANCE FOR SCHOOLS¹

Rev. October 18, 2021 Interim Guidance, Subject to updates



Decision Tree for Excluding Symptomatic Individuals from Pre-K, K-12 Schools and Day Care Programs

Exclude⁴ if **ANY** of the following symptoms² are present: Fever (100.4°F or higher), new onset of moderate to severe headache, shortness of breath, new cough, sore throat, vomiting, diarrhea, new loss of sense of taste or smell, fatigue from unknown cause, muscle or body aches from unknown cause.
School health officials should exclude when suspicion of COVID is high due to other symptoms.

Testing is **Strongly Recommended** for **ALL** Persons with COVID-19-Like Symptoms, Regardless of Vaccination Status.

Status	Return to School Guidance (For recently vaccinated persons, see Post Vaccination Guidance)	Exclude Close Contacts?	Additional Guidance
A. COVID-19 diagnostic test Positive (confirmed with PCR test or probable with antigen test ³) OR COVID-like symptoms without COVID-19 testing and exposed to confirmed case (probable case)	Schools are to exclude⁴ for at least ten ⁵ calendar days from onset of symptoms; Return after the ten calendar days AND for 24 hours with no fever (without fever-reducing medication) AND improvement of symptoms.	YES (see Row D)	The Local Health Department may supply dates as to when a student or staff member can return to school, otherwise schools should permit return consistent with this guidance. Letter from Local Health Department releasing the student or staff member from isolation or quarantine is not required.
B. Symptomatic individual with a negative COVID-19 diagnostic test (home test kits not allowed) <i>Negative COVID-19 diagnostic tests are valid only for the date on which they are collected; specimens collected 48 hours prior to symptom onset, after symptom onset, or while symptoms are present (within 48 hours) are acceptable for determining school exclusion status.</i>	Schools are to exclude² until symptoms have improved/resolved per return-to-school criteria for diagnosed condition, including fever free for 24 hours and until 48 hours after diarrhea and vomiting have ceased. Follow provider directions, recommended treatment & return to school guidance as per school policies and IDPH Communicable Diseases in Schools .	NO	If staff/student is a close contact to a confirmed case, the school is experiencing an outbreak, or the LHD is requiring validation due to community transmission levels, documentation of a negative laboratory-based confirmatory SARS-CoV-2 NAAT result is needed (see CDC Testing Algorithm) to return. In other situations, a negative RT-PCR, rapid molecular (rapid PCR) or negative antigen test is acceptable.
C. Symptomatic individual without diagnostic testing who is not a known close contact to a confirmed case.	Schools are to exclude² for at least ten ⁵ calendar days from onset of symptoms; Return after the ten calendar days AND for 24 hours with no fever (without fever-reducing medication), vomiting and diarrhea have ceased, AND improvement of symptoms.	Unvaccinated Household Members in the School System	If the ill individual is not tested within 24 hours of first notification of symptoms, household members should be sent home. See FAQ for additional instructions.
D. Asymptomatic individual who is a close contact^{6,7} to a confirmed or probable COVID-19 case	Unless fully vaccinated, schools must exclude for 14 days or as recommended by the local health department for 7-14 calendar days ^{8,9} after last exposure to the COVID-19 case or according to test-to-stay protocols ¹¹ . If COVID-19 illness develops, exclude per Row A. Testing is recommended.		The Local Health Department may supply dates as to when a student or staff member can return to school, otherwise schools should permit return consistent with this guidance. Letter from Local Health Department releasing the student or staff member from isolation or quarantine is not required.

1 Based on available data and science, schools must make local decisions informed by local context in consultation with their local public health department. This chart should be used in conjunction with the [Centers for Disease Control and Prevention Guidance for COVID-19 Prevention in K-12 Schools](#).
2 New onset of a symptom not attributed to allergies or a pre-existing condition.
3 In most situations, a positive antigen in symptomatic person does not require a confirmatory test, should be considered a probable case (follow Row A and D) and will not be discounted or deemed a false positive with a negative PCR.
4 Pursuant to [Communicable Disease Code, 77 Ill. Admin. Code 690.631](#) and [EQ 2021-25](#).
5 Severely immunocompromised or severely ill may need to be excluded for 20 days as per guidance from the individual's infectious disease physician.
6 If the individual has been identified by local health department or school as a close contact, or knows they are a close contact to a case, the individual should be excluded.
7 CDC defines a [close contact](#) as an individual not fully vaccinated against COVID-19 who was within 6 feet of an infected

person for a cumulative total of 15 minutes or more over a 24-hour period. For students in the classroom setting, contacts who were within 3 to 6 feet of an infected student do not require exclusion as long as both the case and the contact were consistently masked. Contacts who are asymptomatic and fully vaccinated or who have tested positive for COVID-19 within prior 90 days do not need to be excluded but should be tested 5 to 7 days after the exposure to a suspect, probable or confirmed case of COVID-19.
8 Contacts to close contacts of a case do not need to be excluded unless the close contact becomes a confirmed or probable case.
9 Exclusion: Complete a. 14 days, OR b. 10 days with no symptoms, OR 7 days with no symptoms and a negative SARS-CoV-2 RT-PCR test. Specimen for testing must be obtained within 48 hours of Day 8. Last exposure date = Day 0.
10 Molecular testing (PCR) is recommended for individuals ending quarantine at Day 10 after exposure; may be required by LHD.
11 Test-to-stay requires negative tests at Day 1, 3, 5 and 7 post exposure to avoid quarantine (see [FAQ](#) for more details).

Box A. Assessment of Symptomatic Persons

Consider the following when assessing symptomatic students/staff:

Are symptoms new to the student/staff person or are they a change in baseline for that individual?

Does the symptomatic individual have any of the following potential exposure risks?

Did the student/staff have an exposure to a suspected or confirmed COVID-19 case in the past 14 days?

Is there a household or other close contact with similar symptoms who has not been yet classified as a confirmed or probable case?

Is there a household member or other close contact with high-exposure risk occupation or activities (e.g., HCW, correctional worker, other congregate living setting worker or visitor)?

Did the student/staff member have potential exposure due to out-of-school activities (private parties, playing with friend groups, etc.) or have poor compliance with mask wearing and social distancing?

Do they live in an area of substantial or high community transmission?

Do they have a history of travel to an area of high transmission in previous 14 days?

Is there an outbreak in the school or has there been another known case of COVID-19 in the school building in the last 14 days or are there other students or staff in the classroom or cohort currently out with COVID-19 symptoms?

Box B. Clinical Evaluation for Children with Symptoms of COVID-19

(<https://www.cdc.gov/coronavirus/2019-ncov/hcp/pediatric-hcp.html>)

Consider the individual's risk of exposure. See Box A.

No Exposure Risk Identified & resides in Community with Low Transmission¹

Has Exposure Risk and/or Clinical Suspicion for COVID-19

If no known close contact to COVID-19 case and no other exposure risks, testing and exclusion for COVID-19 may be considered based on level of clinical suspicion and testing availability.

Isolation
COVID-19 Testing Recommended

TESTING

PCR or antigen (Ag) testing is acceptable.

-If an Ag detection test is negative and there is a high clinical suspicion of COVID-19, confirm with lab-based NAAT (see [CDC Testing Algorithm](#)), ideally within 2 days of the initial Ag test.

-If lab-based confirmatory NAAT testing is not available, clinical discretion can be used to recommend isolation.

Test result is only valid for the day of specimen collection.

Resources:

- COVID-19 Testing Overview <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/testing.html>
- Isolation and Quarantine: CDC <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/index.html>