

St. James School Board Minutes
Wednesday, Jan. 15th, 2014 @6:30 PM

Present: Troy Richmond (TR), Chet Wisniewski (CW), Ryan Flannery (RF), Dana McDole (DM), Tim Kleese (TK), Matt Miller (MM)

- I. Call to order and prayer
- II. Joint Meeting with Parish Finance Council - see 2 attached forms 6:30 - 7:30PM
- III. Approve past minutes- 1st DM, 2nd TK, approved unanimously
- IV. Finance Update 0 Mary WArD to send out next monthly statements. Anonymous donation made to parish of \$25,000 to help with school financial needs for this year. More details in upcoming finance report.
- V. Principal Wisniewski's report
- VI. Old Business
 - A. Casino Grant thank you notes - MM to deliver all to Riverboat Foundation
 - B. Computer Labs set up/updates - Set up over Christmas holiday and are all being used in classroom settings
 - C. SIAC meeting plans - rescheduled for Feb. 5, 2014. Invitations have been sent out
 - D. Parent/Teacher survey results - CW to combine full data from 2 sets of numbers and will have full results sent out to board members when available to review. Will discuss results at next Board Meeting.
 - E. Iowa Assessment results: Results have been received on 1/8/14. Data has been sent to Grant Wood for processing. No major concerns looking at data so far.
 - F. 600 Policies - Tabled to allow for everyone to review policies paying close attention to references to 6th grade.
 - G. Catholic Schools Jan. 25-31, 2014 - reviewed final schedule from CW
 - H. Alive after Five Jan. 28, 2014 - Ads are up in community. Time 5-7 PM. Any board members available at even can give tours of school. Parish members will be present to give tours of renovated church.
- VII. New Business
 - A. Preschool Options 2014-2015 - Discussions occurred about offering full day 4 year old preschool. Staff members have been involved with discussions and there is available space at SJS for another all day preschool section with juggling of religion and music rooms. To better promote new program, would want to have preschool roundup early before other preschool roundups. Public school has preschool round up planned for 3/4/2014. CW also distributed letter to go out to 3 day parents to determine interest level with

current 3 day families. Motion to proceed with offering all day 4 day preschool program in addition to current 3 year old and ¼ day 4 day preschool program: 1st MM, 2nd DM - motion approved unanimously. CW to set preschool round up date for 2/20/14. Plans for job posting for preschool teacher and associate to take place in March around times of contract renewal cycle. Will involved staff and volunteers for preschool round up event. Ads to go out to local paper over next few weeks.

- B. Preschool Round up Dates : 2/20/14 potentially offered in 2 sessions, one in afternoon and one in evening.
- C. Budget prep/plans for 2014-2015 - Finance Council recommended formulating plans for 2014-2015 tuition as well as plans for Kindergarten tuition for 2014-2015. Discussed options for tuition with increases to help offset budget. Next year will not have defined Parish transfer. Options included removing tuition break for additional family members, increasing tuition by percentage (5-10-15%), or reducing tuition break for additional family members by 50%. No decision was made and agreed to have Work Session on Wednesday 1/29/14 at 6:30 PM at Unc & Neph's to review different tuition scenarios with recommendations communicated to Finance Council on 2/4/14 meeting. Will officially vote on changes at February board meeting.
- D. Staff update - CW plans for contract renewal for all current staff. Curriculum changes next week will include have 3 VAST kids in each classroom and allow free period for Health Curriculum.
- E. Conference Meal plans - Thursday 2/13/2014- plans for same meal with Soups (NS, JH, MM), side (cheesy potatoes DM), sub sandwiches (RF), dessert (TK), drinks (MM).
- F. Freezer- current freezer has suspected coolant leak/failure and going through coolant every month at cost of \$150/month. Motion to acquire 3 bids for new replacement freezer under direction of current cook staff and choose one for replacement - 1st RF, 2nd DM- motion carried unanimously.
- G. Grant application for Riverboat Foundation- Anticipate next grant cycle to be due in March 2014. CW to think about ideas for needs and will bring back suggestions to board at February meeting.

VIII. Meeting Reports

- A. Parish Council - nothing new. Next meeting in 2 weeks.
- B. Home and School- Date of the Big Event 2/22/14. This event will replace Royal Ball and will be a community fundraiser set up as a \$10,000 door prize raffle. Tickets go on sale 1/31/14.

- IX. Committee Reports
 - A. Market
 - B. Other committees
- X. Past Report- Offertory Enhancement Program to start during Lent and be completed by Easter.
- XI. Future Agenda Items
 - A. SIAC meeting update
 - B. Parent/Teacher survey results
 - C. Iowa Assessment results
 - D. 600 Policies
 - E. Riverboat Grant application ideas/plans
 - F. Conference meal 2/13/14
 - G. Preschool Roundup plans 2/20/14
 - H. Freezer purchase update
 - I. Tuition plans 2014-2015 including Kindergarten tuition break
 - J. Full 2014-2015 budget review
- XII. Adjournment and closing prayer - Meeting adjourned - 1st RF, 2nd DM @ 9:15 PM