

St. James School Board Minutes

Wednesday, August 21st, 2013 @ 6:30 PM

The mission of St. James Catholic School is to provide a well-rounded education in a cooperative effort to prepare students for life-long learning of their Christian faith.

- I. Call to order and prayer *The meeting was called to order at 6:31. Father led us in prayer.*
- II. Visitors
- III. Approve past minutes *McDole made a motion to approve July minutes and Miller seconded the motion. Motion carried.*
- IV. Finance Update - tuition update *There is an outstanding balance of \$241.85 from the 2012-2013 school year and the family is on a 6 month payment plan to rectify this. \$37,668 in STO money was received for this current school year! The school board was asked to approve an updated handbook for the school. McDole made a motion to approve the updated handbook and Kleese seconded. Motion carried. The Cynthia Pfeiffer Memorial gave \$645.00 to the School Memorial Fund and an additional \$832.50 for Teacher supplies. The new server was installed in August at a cost of \$4341.36. This was paid with funds from the School Memorial account.*
- V. Principal Wisniewski's report *Mr. W and the school had a wonderful first day back to school! The students and staff were excited to be back. SuccessMaker has been updated and the students are already working at their level. There will be no KidZone until further notice. Mr. W. has been actively advertising for the position but has had no inquiries.*
- VI. Old Business
 - A. budget update/enrollment update
 - B. site visit 2013-2014 update *Diocesan K-12 Health Curriculum has been received and given to the teachers and the teachers are using it.*
 - C. bank update- WCSBank/WSBank
 - D. Principal job description *Ryan emailed this out to the members. It has been created to reflect the Diocesan evaluation.*
 - E. maintenance issues - basement sink/phone alarm/air conditioner *Will be contacting Don Marie about the air conditioner. The basement sink has been installed and being used.*
 - F. library air conditioner
 - G. server status/update *The server is up and running.*
 - H. 2013-14 SBoard calendar review *The board has received and gone over this.*

- I. student support plan - 2nd review *Changes/updates were gone over. McDole made a motion to approve the second reading and Flannery seconded the motion. Motion carried.*
- J. KidZone update
- VII. New Business
 - A. Employee handbook - Mary Ward
 - B. Casino Grant submission
 - C. SIAC meeting plans *Invitation is going out to parents in newsletters. School board members will email Mr. W with names of people he should personally invite.*
- VIII. Meeting Reports
 - A. Parish Council
 - B. Home and School
 - C. Finance Council
- IX. Committee Reports
 - A. Marketing
 - B. Grants
 - C. Other committees
- X. Pastor Report *On Oct. 22 there will be a Stewardship Evening of Reflection retreat. A meal will be provided. Bob Squires will be giving a testimony of his stewardship way of life.*
- XI. Future Agenda Items
 - A. *Site Visit*
 - B. *Maintenance update - library air conditioner*
 - C. *Student support plan - 3rd reading*
 - D. *KidZone update*
 - E. *Casino grant*
 - F. *PreK enrollment update*
 - G. *SIAC*
 - H. *Leadership Retreat*
- XII. Adjournment and closing prayer *We adjourned our meeting at 8:44 PM and prayed the Hail Mary together.*

Our next meeting will be on Sept. 18th at 7:00 PM.

Dutifully submitted by:

Nicole Stoutner