

St. James School Board Minutes  
Wednesday June 19th, 2013 @ 6:30 PM  
"Year of Faith"

*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 *Flannery opened our meeting at 6:32 PM and led us in prayer.*
- II. Visitors *Mr. Chet Wisniewski*
- III. Approve past minutes *Minutes were reviewed and Miller made a motion to approve the May minutes and Kleese seconded the motion. Motion carried.*
- IV. Finance Update *Outstanding tuition is \$880.85. There is an outstanding balance of \$101 in the lunch account. The decision to go to pre-paid lunch/milk tickets was a success! A school scholarship CD for \$10,000 was cashed in and deposited in the school scholarship checking account bringing the total amount available to \$16,437.19. STO money awarded for the 13-14 school year was \$32,636.00 for 20 families!*
- V. Principal Beenblossom's report *We are up to 10 kindergartners! SuccessMaker will be doing a roll-over to get our kids ready for the next school year and keep them at the level they are working.*
- VI. Old Business
  - a. Budget update/Enrollment update *We are at 10 kindergartners. The board took a look at the students currently enrolled.*
  - b. Site visit 2013-2014 update - CSIP/Annual Progress Reports *Beenblossom has SIAC meeting documents from 2013. Recommends that we have a meeting to look at the data from 2012-13 year. CSIP will not open the site early. Wisniewski has plans to have the teachers teaching health curriculum two times a week during the Social Studies blocks.*
  - c. BoxTops & Technology grant money *Box Top money can be rolled over to the next year. Library World and bulletin bars have been purchased and there is \$100 left. An external monitor and keyboard for Chet has been purchased with \$800 left in the technology grant fund.*
  - d. Financial Update-Home and School *Home and School gave \$16,867.63 donation to the school.*
  - e. Bank Update - WSBank/WCSBank *Stoutner talked with Virginia Jorgensen and discussions are on hold while WCSBank is in the middle of a merger with Central State Bank. We will talk again in August after the merger is completed. Miller will talk with State Bank.*

- f. Update Maintenance Director *Mark Gloyer is fitting in well and doing a great job! Larry's position has been eliminated due to budget reasons and the renovation of the church.*
  - g. Community service update - Paws & More/2nd grade class *Ms. Prochaska had some difficulties in communicating with Paws & More. She would like to explore this again in the coming school year.*
- VII. New Business *Flannery wished to extend his thanks for all of the hard work Teresa has done to get our school ready for the transition of principals, the site visit, and putting in the extra hours she has spent with Chet Wisniewski. Chet has some ideas of enrolling 5 new students for the next school year. He will be creating signs that say "Now Enrolling for Fall 2013" and setting them up around town. He also brought window clings from Regina to show us what we could hand out to our parents at registration.*
- a. Preparations for Principal 2013-2014
    - i. File organization
    - ii. curriculum overview/plans
    - iii. Principal computer *Chet will receive Teresa's.*
    - iv. PowerSchool/SuccessMaker training *working on student rollover*
    - v. Introduction to Dr. Jorgensen - administrative meetings schedule *Met last Monday.*
    - vi. Professional Development plans/calendar *Essential learnings/standard based report cards. Meetings in August with public schools and roll into school year.*
    - vii. Iowa Core curriculum status/plans
    - viii. Orientation instructions/school calendar and events overview
  - b. Principal job description
  - c. Library more *Done! Electrical still needs to be checked.*
  - d. Freezer update *Electrical issue needs to be reviewed, looking into a phone alarm.*
  - e. Server status/update
  - f. SJS Policy review cycle *Teresa updated this.*
  - g. 2013-2014 School Board Calendar review (can delay for July meeting)
  - h. Officer elections (can delay for July meeting) *The ballots were counted from the May election of School Board Members and McDole and Flannery were re-elected.*
  - i. Committee assignments or re-alignment of board member duties (can delay for July meeting)
  - j. School Work night plans *Stoutner will meet with Pat Stoutner to get the*

*details.*

- k. First Reading 660.5a Student Support Plan *Flannery makes a motion to support the plan with changes. Stoutner seconded the motion. Motion carried.*
- l. Waiver start date *Flannery made a motion to waive the start date from Aug. 26 to Aug. 21. Stoutner seconds the motion. Motion carries.*

VIII. Meeting Reports

- a. Parish Council *The council is down to meeting quarterly.*
- b. Home and school
- c. Finance Council

IX. Committee Reports

- a. Marketing
- b. Grants
- c. Other committees

X. Pastor Report

XI. Future Agenda Items

- a. School Board Planning Calendar
- b. Summer Social
- c. Student Support Plan - 2nd reading
- d. Matt contact KCII/Journal
- e. WCSBank and WSB
- f. Enrollment signs
- g. Lee Morrison-board retreat
- h. Sink in basement, phone alarm - Tim
- i. Air conditioner in library
- j. Principal job description
- k. Officer Election
- l. Committee assignments/job duties
- m. School work night

XII. Executive Session *Miller made a motion to approve the executive minutes and Flannery seconded. Motion carried.*

XIII. Adjournment and closing prayer *Flannery led us in prayer and exited our meeting at 9:00 PM.*