

St. James School Board Minutes
Wednesday, May 15, 2013 @7:30 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. Work session - future interview plans @ 6:30 PM
- II. Call to order and prayer *Father led us in prayer at 7:32 pm*
Present members were Flannery, McDole, Kleese, Miller, Harvey, Stoutner, Beenblossom, Fr. Troy
- III. Visitors
- IV. Approve past minutes *McDole made a motion to approve the April minutes and Kleese seconded the motion. Motion carried.*
- V. Finance update *The school has some money to spend before the end of the fiscal year. There is Box Top money that will be used for classroom items and there is Technology Grant money that will be used for technology items. The Barracuda has been sent in for repairs and the estimated cost will be about \$300.*
- VI. Principal Beenblossom’s Report *There has been an increase in marketing on the Facebook site promoting our kids and our school. Lots of parish members and family members have been viewing the site and “liking” our photos and projects! Teresa will be checking with Ms. Prochaska on her involvement with Paws and More and what the projects are.*
- VII. Old Business
 - a. SJS Foundation Update *A group of board members met with the previous Foundation members. The Foundation members were asked if we could begin receiving the interest accrued on the investments and they approved this. We should be receiving about \$3,000 annually from this investment. It will be earmarked for grant seed money.*
 - b. Budget Update/Enrollment update *We have 68 students enrolled and several new students are possibly coming!*
 - c. Site Visit 2013-2014 *The Site visit will be Nov. 5-6. The interviewers will be looking at the Annual Progress Report, SIAC meeting notes, staff files, goals/vision/Mission statement, health curriculum going on in the classroom/PE. Teresa will have everything she can crated for the incoming principal to be inspected by the Site Visit team. The new administrator will need to do the CSIP and Annual Progress Report as the information doesn’t become available until August. Teresa will see if she is*

able to open up the files early and get a headstart on the paperwork.

- d. Music Teacher Position *We have hired Kelsey Klemesh. She will be half-time music at SJS and half-time spanish at the HS. She is very excited to be at our school!*
- e. School Board elections *Ryan and Dana are on the ballot. The voting will take place on May 18 and 19.*
- f. Graduation Plans *Lots of planning has been going into this. Very exciting day for our 5th and 6th graders! Graduation is May 19th at the 10:30 Mass.*
- g. Update- Hills Bank/Target RedCard *If you have a Hills debit card call them and have them put SJS on your account. A percentage of your purchases will come back to our school. Same with Target RedCard. Earmark SJS when you sign up or go into your account and add SJS. Matt Miller will be contacting State Bank and asking if they are willing to look into a program like this. Nicole Stoutner will be contacting West Chester Savings Bank.*
- h. Financial Update - Home and School *There will be a special meeting on May 28th at 7:00 to elect officers and work on a budget. Royal Ball netted about \$17,000. Still waiting to hear about the breakfast and Knight Flight.*
- i. Review of School Goals *Teresa sent these to the Board Members.*
- j. Update on Maintenance Director *On May 20th a committee will interview 2 candidates at 5:00 and 6:00.*

VIII. New Business

- a. Preparation for Principal 2013-2014

IX. Meeting Reports

- a. Parish Council *The council will be sending out a survey to Parish members to gather their opinions about their needs/feelings about moving the Mass times. An article will be put in the bulletin about the need for reducing our Masses per the Bishop. Starting in August there will be 3 Masses because of the renovation.*
- b. Home and School *There will be a meeting on May 28th at 7:00 PM.*
- c. Finance Council *Jim Ledger has resigned his position from Finance council. The council approved the school budget for the next school year.*

X. Committee Reports

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

- XI. Pastor Report *The new parish directory will be distributed to members who submitted photos this weekend (May 18 & 19). A stewardship retreat will take*

place Oct. 22nd from 6 to 9. Parish council, Finance council, School Board, Home and School, and other leadership groups will be invited to join. Bob Squires from Iowa City will speak about stewardship. The group will lay out goals to live stewardship in the parish.

XII. Future Agenda Items

- a. *BoxTops and Technology grant money*
- b. *Site Visit date*
- c. *Fall State Reporting*
- d. *Banks*
- e. *New Board members*
- f. *Maintenance Director*
- g. *Home and School*
- h. *Principal Update*

XIII. Executive Session *McDole made a motion to approve the past Executive minutes and Miller seconded. Motion carried.*

XIV. Adjournment and closing prayer *Father Troy led us in prayer with the Glory Be. We exited the meeting at 9:12 PM.*

Dutifully submitted until approved by

Nicole Stoutner, secretary