

SJS Parents' Club Meeting Minutes
May 16, 2017- 9:00 a.m.
Laramie Room

Call to Order

- o Meeting was called to order at 9:00 a.m.
- o The Minutes from our April 2017 Meeting were approved.

President's Report: Gina Zebron

Being that this is the final meeting for this school year, I'd like to say what an honor it is to serve Parents' Club along with the other members of our board. Our organization is providing outstanding support for our school, its teachers and our children; and it is truly an impressive group effort. So many parents provide their time in and out of the classroom to help foster the sense of family and community that we all love about St. James. Parents' club is so thankful.

Though the school year comes to an end soon, Parents' Club will continue to provide for our staff and students through events like the Creative Learning Fair, Awards Assembly, and Graduation Dinner. Special thanks to the parents who are coordinating the efforts of our Creative Learning Fair and Graduation Dinner. Thanks also to all of our parents who served as committee chairs and/or assisted with our committees throughout this busy year. We are grateful for those who will return and continue to serve, and we are eager to work with some of our new volunteer parents.

From Parents' Club, we wish you all a great ending to another great school year!

Treasurer's Report: Abbie Papanicholas

As of May 16, 2017:

Checking Account Balance: \$83,026.58

Money Market Account Balance: \$28,928.92

Income/ Profit

- No income for May

Expenses

- \$3,985 to be paid out in teacher anniversary gifts
- There will be a vote to approve surplus committee gifts

***It is asked that when chairing the various committees, we are mindful of the fact that we are dealing with other people's money. Please keep track of all money and checks, and please keep a written summary of expenses, any donation and income. If you have any receipts that need to be reimbursed, we are asking that they be turned in in a timely manner, preferably within six weeks of the date of your event. We are so thankful for all of the volunteers and appreciate all the time and effort put forth to make this organization successful.

Principal's Report: Mrs. Pappas

THANK YOU for all you do for our school community. The Parents' Club is, indeed, an invaluable resource for our school and touches each family in one way or another. Know how much this is appreciated!

A special thank you to Carol Mysza and Abbie Papanicholas for serving as board members for the past 2 years. I am grateful for your service.

May is always crazy busy at SJS!

- We've launched our second graders to the Lord's table celebrating a beautiful First Communion. Last Friday's May Crowning was a moving celebration of Mother Mary. Our eighth graders, as always, did a terrific job. For me, these liturgy in particular always reinforce what we do at St. James School. At the conclusion of First Communion Mass and May Crowning, I always find myself saying, "This is why"
- A variety of field trips are planned for the month, including the annual bowling excursion for grades 5-8, assorted zoo trips, and picnics
- We're looking forward to the Creative Learning Fair; there will be a brief presentation for incoming 6th grade families. Invitations will be sent home
- The Office of Catholic Schools informed us that ASPIRE Results will arrive mid/end of June
- Professional Development is planned for a few days after the last day of school. Teachers will be working on integration of technology, data analysis, and RtI strategies. Debriefing will take place for all curricular areas in all grades to fill gaps and provide for the full spectrum of needs and abilities of incoming students

Teachers are in the process of forming summer reading lists and accompanying projects as well as math practice for each grade level. Summer Reading and Math will be posted on the school website.

God has been good to all of us at St. James. We are a school community that is stable and our future looks very bright. Thanks to all for contributing to make SJS great!

Best wishes for a safe and happy summer!

Committee Reports – Carol Mysza

Creative Learning Fair

Volunteers: We're still short on volunteers (we have about 8 or so) for the day's set-up. Kate will be sending out an email to parents in her children's classes to recruit but the more help there is the better and quicker it goes! Ideally we'd like about a dozen or more volunteers. Sign up genius will also go out today.

Ice Cream: Kate will check in the freezer at school to see if there are any leftover popsicles to use for the "free ice cream" but the plan is use the same ice cream we used for Catholic Schools Week which are Dean's ice cream sandwiches and Popsicles. If anyone has any recommendations for something else to serve, Kate is open to hearing them because she doesn't think there's really anything left from CSW.

Miscellaneous: Lisa Woods is planning to have a table and some wall space for display of work and activities for the little ones to represent Artist Awareness. She did this last year and it seemed to be a success.

Meghan Kay and Abbie Papanicholas have been copied on emails and I'm writing down all the steps to be passed on for them to take over next year.

Bank Day

The final Bank Day of the year for our kids is this week. Grace Sullivan and Diana Volpe will be taking over this program next year and are looking at the possibility of changing the deposit date from Tuesdays to Fridays. They're meeting this week to look at the calendar and schedule the days and will get the information to Parents' Club before the calendar goes to print. A huge thank you to Denise Perkins for running this program for Parents' Club all these years!

School Raffle

Parents' Club is thankful for the generous support of school families and staff. The raffle has given out a total of \$1,675 in cash prizes from October to May along with a \$1,000 tuition voucher, laser tag party, bowling party, lunch from Jimmy Johns and much more! Parents' Club is so thankful we had a net revenue this year of \$3,709.40 and we look forward to another great raffle in the Fall!

Box Tops

We received our April check for \$466.30. Total box top submissions for this current school year are currently at \$853.60 through 5/16/17. Gina has about \$75 in box tops sitting at her house to be submitted with the last collection for this school year.

Second grade is in first place for the contest so far with \$156.70 in collections, third grade is in second place with \$142.10 in collections and kindergarten is in third place with \$99.00 in collections.

Gina will schedule the final collection for the school year around Memorial Day and will announce the grade that wins the contest. During the final pickup, she will collect all the boxes from the teachers to redistribute for next year. Once the winner determined, Gina will coordinate with the grade teachers and Mrs. Pappas on a date for spirit wear and to bring in frozen treats.

After the final pickup, teachers will no longer have collection boxes and any box tops should then be forwarded to the school office and Gina will collect them on the last day of school.

Bible Study

With Sister Faustina leaving, the bible study is just down to Pat Farrell and Cyndi Constertina facilitating. Depending on her schedule, Cyndi is hoping to be able to continue bible study in the Fall. That being said, they would love some moms that would want to help on Wednesdays. It isn't necessary for someone to come every week, but maybe several moms that could commit to one a month or a couple times a month. Bible Study meets before school at 7:50 am on Wednesdays. If you're available to help, please let me know and I'll put you in touch with Cyndi.

We are still looking for committee chairs for the Magazine Drive and Shoparoo, as well as a co-chair for our Eat & Earns**

Old Business

- We have many notes from St. James staff in thanks for the luncheon provided during Teacher Appreciation week. Thanks again to our hospitality committee for their planning and coordination of that event.
- We are still looking to fill chairperson vacancies for next year. They are Shoparoo & Magazine Drive. Please contact our Vice President with questions or to volunteer for one of these positions.
- Room Parent volunteer forms came in and selections are being made. An email will be sent to volunteers by the end of the month.
- Administrative Professionals, Nurses and our Teachers each received appreciation gifts on their corresponding appreciation days. All staff members enjoyed a delicious luncheon presented by our hospitality group. Thank you to all who offered their help during this time.

New Business

- With bittersweet excitement, I'd like to introduce our new Vice President, Christine Chodil. As of today, Christine officially takes over the role from Carol Mysza who has done an outstanding job. Welcome Christine! Abbie Papanicholas will continue to manage our Treasurer role until July, at which point Kristen Wentink will take over. Our thanks to both Carol and Abbie for their dedication to this organization. We are so grateful!
- Once again we will provide SJS staff with anniversary gifts. Twelve teachers & aides have reached a 5-year incremental anniversary. The amount totals \$3,985. This is a budgeted expense. Teachers receive their gift on the May 30 at the Awards assembly.
- Since this is our last meeting before the start of the school year for 2017-2018, we need to vote to include the Back to School teacher stipends in our budget. The amount distributed this year in August was \$4,100. Next year the amount should be very similar. We need a vote to continue to keep this in our budget for next year: **ALL VOTED IN FAVOR**
- Surplus Committee Report: At this time, the surplus committee would like to present the following requests be funded using \$8,430 of our surplus amount. A vote is needed for each.

The Surplus committee recommends a YES vote for the following:

1. \$3000 allocated to the ART department for purchase of a new kiln and the electric work needed for its use – **ALL VOTED IN FAVOR**
2. \$850 allocated for purchase of CPR mannequins for the health office **ALL VOTED IN FAVOR**

3. \$700 allocated to the music program for purchase of two xylophones **ALL VOTED IN FAVOR**
4. \$1000 allocated to the planned playground for a bench **ALL VOTED IN FAVOR**
5. \$180 allocated to the PE department for volleyballs and dodge ball equipment* **ALL VOTED IN FAVOR**
6. \$2700 allocated to the Religion department for Stations of the Cross books and replacement song books for mass** **ALL VOTED IN FAVOR**

Open Forum

Raffle Drawing

- \$100 winner Gail Madden sold by:
- \$25 winner Culver Family sold by:
- \$25 winner Pam Carlson sold by:
- \$25 winner The Pukala sold by:
- \$25 Winner The Culver Family sold by:

Meeting Adjourned 9:45a **All In Favor**

Our next meeting is Tuesday, September 19th at 7:00p.m. in the O'Brien Room