

FSA Meeting Minutes
September 20, 2022
7:00pm

- I. **Call to Order** - Meeting was called to order at 7:04pm by Emily Hill
- II. **Opening Prayer** - Mr. Kendrick
- III. **Roll Call** -
 - *Board Members* -Emily Hill, Meghan Kay, Julie Delaney, Carrie Stock
 - *Staff* - Mr. Kendrick
 - *Teacher representatives* - Mr. Bilski and Ms. Perkinson
 - Melissa Finn, Elizabeth Berger, Janet Sepulveda, Megan Baum, Briana Dee, Stacey Esposito, Cathy Olson, Julie Arnold, Kristene Thieman, Lauren Orf, Julie Furmanski, Julie Jacobson, Laura McLeod, Maureen Resac, Meaghan Anderson, Meghan Callero, Becky Dufern, Maryanne Zaleski, Krista Coleman, Sarah Beckman, Mary Reddin, Ryan Galis, Jackie Kestler, Colleen Coleman, and *Cassandra Kopec (winner)
- IV. **Review of Minutes** - Secretary, Meghan Kay
 - Approval of [Minutes from the May 17th Meeting](#)
 - Motion approved by *Laura McLeod*, Seconded by *Stacey Esposito*
- V. **Principal's Report** - Principal, Mr. Kendrick
 - It's the 6th week of school and things are going well!
 - Grandparents Mass and PIN were very successful
 - COVID guidelines have been lessened and staff is very excited for the year ahead
- VI. **President's Report** - Emily Hill
 - Website Information:
 - <https://www.stjameschoolah.org/>
 - Discussed how to navigate the new website. Majority of information will be found under "Current Families" tab
 - Suggest families to sign up for the SJS Google Calendar
 - Showed committee chairs where to find important information they may need, i.e., Committee Chair Info Packet, Room Reservation form, Committee Recap Report, Tax Exempt Form, ect.
 - Tax exemption form is filled out at most stores, so don't forget to ask when purchasing
 1. Costco - contact Carrie Stock, Treasurer, for St. James Costco card and blank check to be used for purchase. NO reimbursement necessary.
 - Room Representatives:
 - Discussion: How is it going with the new system?
 1. Positive feedback regarding collaboration with room representatives and allowing additional parents in the classroom

2. Helpful to have "Teacher's Favorites" form prior to the start of the school year to accommodate birthdays in August and September. Moving forward, FSA will do our best to have this done before the Room Representative meeting.

VII. **Vice-President's Report** - Julie Delaney

- 25 FSA Committees with lots of new chairs and involvement . . . THANK YOU!
- Committee Reports-
 - Outdoor Environment - Lauren Orf:
 1. Increase in committee size to 12 people
 2. Upcoming event - Fall Clean-up on Sunday, October 2, 2022 following 10:00 mass. Event will include cleaning up school grounds as well as planting mums and daffodil bulbs. All are welcome to join the committee as well as the Boy Scouts and Girl Scouts and get their hands dirty.
 3. New boxwoods planted near the playground, please redirect students to ensure their survival.
 4. Collaboration with Gardening Ministry and sharing supplies to improve the beautification of both the school and church
 5. Looking into a Spring Event, possibly collecting and planting overgrown perennials. More information to come
 - Back to School BBQ - FSA Board:
 1. Attended by about 500 people and spent just over \$1000
 2. Looking for 2-4 people to take it over next year as a NEW committee
 - Movie Night - Tammy Walberg:
 1. Thursday, September 22, 2022
 2. FREE for all families thanks to the ONE Fund
 3. Parking lot opens at 6:30, movie starts at 7:00, concessions sold, everything else is BYO
 4. Don't forget to watch your kids!
 - Bulldog VIP Tailgate - Caroline McCarthy, Krystal Funk and Lauren Marino:
 1. Friday, October 15, 2022 from 6:00-10:00, tickets are on sale now for \$30 each and includes food BBQ'ed by Men of St. James. People encouraged to BYOB
 2. Football games on big screen, ax throwing, pop-a-shot, bag's tournament, 50/50 raffle and auction items available to bid on
 3. Don't forget to SIGN UP!
 - School Supplies - Jaime Bennett and Meaghan Anderson:
 1. 276 school supply kits sold, making a profit of \$2,757 which goes back to the school
 2. St. James won a \$1000 credit which will be applied to our profit next year
 3. 25 student volunteers, will utilize students again next year to help with distribution
 4. January will start to update school supply lists with teachers and kits will be available to purchase starting mid-May
 - Cultural Arts - Jessica Braun and Natalie Caputo

1. Mandala Arts will be performing at an all school assembly on Friday, September 30, 2022 at 9:00
 - a. They offer the children an evocative exploration of dance, theater, and music of South Asia
2. Currently working on finding two more assembly ideas for Catholic Schools Week and an additional one in the Spring
- Special Lunch - Kristene Thieman and Jackie Kestler:
 1. Orders are in!
 2. Field trips were scheduled after special lunch dates were chosen. Committee chairs are providing special lunch to specific grade levels who have field trips scheduled the day before
 3. Next year looking into 2 sign ups; one at the beginning and middle of the year to avoid confusion and plan around field trips
- Junior High Dances - Angie Hofgesang and Lily Meyers:
 1. NEW this year
 2. 2 dances held from 7:00-9:00
 - a. 1st dance November 11, 2022 - 7th and 8th grade
 - b. 2nd dance May 12, 2022 - 6th, 7th and 8th grade
 3. Open gym on Friday, January 6, 2022 from 6:00-9:00 for 7th and 8th grade only to take the place of missing dance
 4. Students are picking the theme just like in the past. Look for a sign up genius to assist with chaperoning
 5. Phones will be taken away from students
 6. Will reconvene on time of the dances at the end of the year to see how things went and determine if changes need to be made
- Coffee Connection - Julie Furmanski and Jen Franz
 1. Next one is scheduled for Wednesday, September 28, 2022 following mass
- Artist Awareness - Sarah Beckman
 1. 9 volunteers focusing on 5 different artists throughout the year
 2. Projects are modified to accommodate all grade levels
 3. Email Sarah Beckman at sarah.t.beckman@gmail.com for additional information and/or get involved
- Topics for Discussion:
 - Committee Chairs Needed: CSW, LNO, Back to School BBQ
 1. CSW - Cathy Olson and Heather Ohrel are taking over and will work with the CSW teacher's committee to make the week successful
 2. LNO - Need 1 to 2 more chairs to work with Megan Baum (2nd year), Lisa O'Reilly (2nd year) and Julie Arnold (1st year)
 - a. Friday, April 28, 2023
 3. Back to School BBQ - looking for 2-4 volunteers
 - Do we want to do a "Dinner of the Month" (similar to Wayside)?
 1. Attendees were interested in "Dinner of the Month"/"Eat and Earns"
 2. Little effort on volunteers, no pressure event and brings in profit to FSA
 3. Need 2 committee chairs

- Directory Update
 - Directory information has been sent to the Meyers family to assemble
 - Rough draft will be printed in the next two weeks for review. Once approved it will be mass produced and passed out to the oldest and only
- Topics for Discussion:
 - Paperless directory for next year?
 1. Good idea!
 2. Reaching out to Jackie Moreno who has done research previously and will start looking into different Apps and cost

IX. **Treasurer's Report** - Carrie Stock

- Approval of [Proposed Budget 2022/2023](#)
 - Motion approved by *Becky Dufern*, Seconded by *Maureen Resac*
 - Concern raised regarding large donation of titled "Technology/End of the Year Donation"
 - FSA created a form for teachers to fill out for larger needs. Submission dates are provided to teachers for review by Deacon Hahn, Mr. Kendrick and FSA. Work together to get the need met.
 - Volunteers needed to raise funds for 8th grade field trip expenses via Pizza with a Purpose
 - Discussed 8th grade Bible purchase, however more research needed on necessity and cost.
- One Fund
 - Total collected to date - \$39,720 about 68% participation
 - Last year had 73% participation and about \$46,500
 - First year we are offering a monthly payment option
 - Concerns raised about Faith Direct and if the funds are going directly to the school. Donations can NOT go through Smart Tuition because then it's not a tuition but a fee.
 1. Carrie Stock reassured attendees she is cross checking funds to make sure the donations are in our account
- Topics for Discussion
 - Ideas for a donation gift for next year?
 1. Bleacher seat or stadium chair, folding chair, cooler tote bag
 - How do we feel about the One Fund collection and information?
 1. Appreciate the description at PIN
 2. Try to make it as easy as possible, we accept check, cash, or donation via Faith Direct
 - a. As of right now Venmo is not an option, but will look into other alternatives
 - Is the amount still appropriate?

■ What would encourage more people to donate?

1. Continue to publicize throughout the year, i.e., “Thanks to the ONE Fund . . .”

X. **Teacher Representatives** - Mr. Bilski and Ms. Perkinson

- Mr. Bilski and Ms. Perkinson stated teachers truly appreciate all of our generosity, to include the food. It really means a lot to them. New teacher was floored by Angles in the Classroom funds she received.

XI. **School Council Report** - Elizabeth Berger

- School Council meetings are held in the Parish boardroom at 7pm on the second Wednesday of each month
- To get on the agenda, email: schoolcouncil@stjamessschoolah.org

XII. **Parish Update** - Deacon Hahn

- Thanks to the Orfs for landscaping work recently
- Still working through the vendor/village for the school sign in front of the school
- Getting bids for a new sidewalk to connect the wide PC walk/entrance to the sloped sidewalk by the crosswalk
- Starting the Renew My Church (RMC) process (combine parishes)
 - Basically no impact to us at all, just a couple of meetings to attend and/or host.

XIII. **Marketing Update** - Melissa Finn

- Marketing is continuing to streamline communication between the school, teachers and parents.
- Marketing does not want to spam families with information and is trying to cut down the length of the Bulldog Bulletin, therefore advertisements will only occur 2 to 3 weeks in advance, except for BIG fundraisers like ONE Fund, Jubilation, and LNO

XIV. **Old Business** -

- Not Apply

XV. **New Business / Topics for Discussion** -

- Jubilation Auction Donation \$500
 - What should we donate?/ Volunteer to coordinate?
 1. Krista Coleman, Jubilation chair, requested \$500 cash to purchase a spa gift card. Carrie Stock sending funds for FSA Jubilation gift
 - Krista Coleman informed attendees Father Ed made a decision regarding Jubilation funds:
 1. Paddle raise for St. Vincent DePaul (church)
 2. Paddle raise for tuition assistance (benefits school)

3. Remaining funds raised will be divided equally between the church and school!

- FSA Facebook Group - Pushed to next meeting
 - What information/content is most useful?
 - How often do you want to see posts?

XVI. Open Forum

- Trunk or Treat is not happening. Born during COVID and asking too much of older parents, due to Fun Fair being held during the day
- Book Fair still happening during Catholic Schools Week

XVII. Adjournment

- Meeting ended at 8:50pm
- Motion approved by *Sarah Beckman*, Seconded by *Julie Arnold*