

FSA Meeting Agenda February 28, 2023 @7:00pm

- I. **Call to Order** - 7:01pm by Emily Hill
- II. **Opening Prayer** - Dr. Kendrick
- III. **Roll Call** -
 - A. *Board Members* - Emily Hill, Carrie Stock and Meghan Kay
 - B. *Staff* - Mike Kendrick and Melissa Finn
 - C. *Teacher Representatives* - Jessi Korab and Alissa Muscarello
 - D. *FSA Members* - Jackie Moreno, Janet Sepulveda, Briana Dee, Julie Jacobson, Julie Furmanski, k Becky Dufern, Gail Jones, Laure McLeod, Jackie Kestler, Kristine Thieman, Julie Arnold, Sara Wojtowicz, Lisa O'Reilly, Megan Baum, Jodi Blevins, Lisa Woods, Cassandra Kopec, Krista Coleman and Lauren Orf
- IV. **Review of Minutes** - Secretary, Meghan Kay
 - A. Approval of [minutes from November 15, 2022 meeting](#)
 1. Motion to approve by *Megan Baum*, Seconded by *Julie Jacobson*
- V. **Parish / School Updates** (10 minutes) -
 - A. *Principal Report* - Dr. Mike Kendrick
 1. End of 2nd Trimester is Friday, March 3, 2023
 2. IReady Scores coming next week
 - a) IReady scores show great growth and staff is happy with progress, Fall and Winter reports will go out to parents early next week
 3. Registration is going well with 572 students currently registered, an increase from our current 553 students
 - a) Waitlist for Prek4
 - b) Close to waitlist for PreK3, Kindergarten (with 4 classrooms) and 2nd Grade
 4. O'Brien Room will be renovated into a state of the art gross motor Prek and Kindergarten Center
 - a) Plans are solidified and are out for bid, ideally work would start before the end of the school year
 - B. *Parish Update* - Deacon Hahn

1. Mass attendance is taken regularly, last week we were at 2,700, which is about 40 short of pre-covid numbers, love seeing young families
2. Be on the lookout for digital evangelization efforts from Mark J via Facebook/Instagram/Google
3. We are in the initial stages of replacing exterior windows on the North side of the church
4. The Archdiocese is working on additional building repairs for Renew my Parish totaling approximately \$2.2 million
 - a) Bishop Grob visited St. James and decided NO changes will be made to St. James school or church
5. New insurance directive from Archdiocese . . . schools/parishes can NOT rent bounce houses or similar item, because it is not covered by insurance
6. Ice machine tech will be out Thursday, March 2, 2023 to determine if current one can be fixed or needs to be replaced
 - a) Cost to replace is approximately \$3,200 which will be split between school, FSA and Athletic Board

C. *Marketing Update* - Melissa Finn

1. January and February have been busy
 - a) 40 families toured and registered at Open House
 - b) As of today, 48 new families have registered
2. New family newsletter and correspondence
 - a) 3 Newsletters will go out to NEW families and then in June will be added to the weekly Bulldog Bulletin
 - b) Would like a LNO table for them
3. Remember to pick up yard signs after events!

D. *Teacher Representative Update* - Jessica Korab & Alissa Muscarello

1. Thank you for all you did during CSW and the all the luncheons you hosted, we are very appreciative and feel the partnership between the teachers and parents

VI. **President's Report** (5 minutes) - Emily Hill

- A. Thank you to all volunteers, as your time and effort is greatly appreciated!
- B. School Council Mtg Update:

1. Approved tuition increases for next year based on cost of living, school costs and tuition at other local schools.
2. Targeted Committees are being formed on School Council

VII. **Vice-President's Report** (10 minutes) - Julie Delaney

A. Committee Reports-

1. Daddy Daughter Dance Recap (Krystal Funk, Jaime Bennett, and Alison Kropf)
 - a) Tons of positive feedback as the kids loved the interactive DJ, face painters, candy table, ect.
 - b) Overall great success, final numbers will be shared as soon as we have them
2. Lenten Fish Fry (Carrie Stock and Becky Dufern)
 - a) Friday, March 3 from 5:30 to 7:30
 - b) Great response from school families, not as many parish families as last year
 - c) Looking forward to a good night with yard games in the gym
3. Mother/Son Event (Colleen Coleman and Jackie Kestler)
 - a) Sunday, March 5 from 1:30 to 3:30
 - b) 62 families have registered and hope more come in so spread the word
 - c) Parish families and walk-ins are WELCOME!
 - d) Snacks, drinks, a reptile show and Hi-5 sports will be running fun games for all
4. Super Club (Kristene Thieman)
 - a) Next dinner is provided by Scratchboard Kitchen on Friday, March 10 . . . It's a Fish Fry
 - (1) 15% of ALL sales are coming back to us
 - b) Overall GREAT fundraiser, as it has brought in just under \$1,400 in only 5 months!
 - c) Thank you Sarah Macklin for volunteering to continue on this committee next year
5. Easter Egg Hunt (Brianna Dee)
 - a) Saturday, April 8, 2023 in conjunction with the blessing of the baskets
 - b) Asking families for food donations for the Wheeling Food Pantry, as they are in need this time of year
 - c) If it rains, "drive-thru" egg delivery will take place under the canopy on the school side

6. Junior High Dances (Lily Meyers and Angie Hofgesang):
 - a) Waiting to hear from Flo regarding Open Gym on Friday, April 14 for 7th and 8th graders from 7:00 to 9:00pm
 - b) Final Dance for 6th, 7th and 8th on Friday, May 12, 2023 from
 - (1) More chaperones are needed for the event
 - (2) A sign up will be sent out prior to the dance for anyone interested
7. LNO (Megan Baum, Lisa O'Reilly, Sara Wojtowicz and Julie Arnold)
 - a) LNO has Gone Country will be held on Friday, April 28, 2023
 - b) Grand Raffle: Gucci Bag
 - c) Food: Porky's BBQ
 - d) Donations: all are welcome, in major need of gift cards
 - e) Registration begins Monday, March 20, 2023
 - (1) Sign up early and receive the "Early Bird Special" of being entered in the Grand Raffle
 - (2) Option to reserve a table
 - f) Look for additional sign ups after Spring Break
 - g) Please follow us on Instagram for more information @lnostjames
8. Parent Led Mass (Becky Dufern and Laura McLeod)
 - a) Save the date Wednesday, April 19, 2023
9. Teacher Appreciation Week
 - a) Monday, May 8, 2023 thru Friday, May 12, 2023
 - b) Baseball Theme: Thanks for hitting it out of the park!
 - (1) Ideas to celebrate:
 - (a) Room representatives to provide class gift
 - (b) Bombas sock gift to staff with cute saying (see below)
 - (c) Popcorn Cart
 - (d) Hot Dog themed luncheon to be hosted by Hospitality Committee
 - (e) Teacher gift from FSA is a backpack cooler given to all teachers, option for families to purchase one for themselves
 - (f) Joe & Dough Truck scheduled for Tuesday, May 9, 2023

- (i) Parents are encouraged to skip Starbucks and purchase some as well
 - (g) Baseball theme dress down day on Friday, May 12, 2023
 - c) Saturday, May 20, 2023 Schaumburg Boomers Game @6:00pm
 - (1) Teachers and their families attend for free
 - (2) Look for ticket sales for St. James students and their families
 - (a) Cost: \$16.00 a ticket and we all sit in the same section
 - B. Topics for Open Discussion
 - 1. LNO
 - a) 8-10 "student" centered baskets ~\$25 each, students can buy tickets for and would be raffled off during the day on Friday, April 28, 2023
 - 2. Teacher Appreciation Week
 - a) Additional theme and teacher gift ideas
 - (1) Bombas sock donation from Julie Jacobson
 - (a) "Are you a Cubs or a Socks fan?"
 - (b) "Can't wait to kick out this week celebrating you!"
- VIII. **Secretary's Report** (5 minutes) - Meghan Kay
 - A. Started free trial for Directory Spot, currently inputting information and learning how to navigate
- IX. **Treasurer's Report** (5 minutes) - Carrie Stock
 - A. We have been spending money and getting needs met immediately
 - B. Upcoming expenses:
 - 1. Ice Machine??
 - 2. 8th Grade Dinner Dance
 - 3. May Crowning Breakfast and Retreat
 - 4. Large technology purchase ~\$20,000
 - 5. Extra special items for new O'Brien Room revamp
- X. **Old Business** - None
- XI. **New Business / Topics for Discussion** (20 minutes)
 - A. "Thank You's" from teachers and staff
 - B. Room Representatives

1. Feedback from Room Representatives on how it is going
 - a) 1 vs 2
 - (1) Prek3 thru 4th Grade - 2 Room Representatives
 - (a) Ms. Muscarello suggests 2 room representatives
 - (b) Current room representatives would like someone else to work with at the younger grade levels, more hands on deck
 - (2) 5th Grade thru 8th Grade - 1 Room Representative
 - (a) Parties are not occurring, really just taking care of teacher gifts
 - (3) Would still like all room representatives to work together across the grade level
 - b) Sharing Funds
 - (1) According to room representatives working well!
 - (2) Like that things are equitable in terms of gifts and party supplies
2. Next year there is a change in Room Representative sign up
 - a) Sign up coming the 1st week of the 2023/2024 school year
AFTER class lists are finalized

C. FSA now has Instagram: @SJS_FSA

XII. **Open Forum** (5-10 minutes) -

A. 8th Grade Dinner Dance

1. Do NOT want it held outside of school, due to nostalgia
2. It is okay to charge for parent meals, and gifting meals to all teachers/staff (past/present), students and YOUNGEST/ONLY parents

B. Recess Committee

1. Please submit what you would like to purchase
2. Biggest purchase are stencils and it is currently in the works

XIII. **Adjournment** - 8:09pm

- A. Motion made by *Emily Hill*, Seconded by *Julie Furmanski*