

**St. James School Council**

**SCHOOL COUNCIL MEETING AGENDA**

Date: February 8, 2023

Start Time: 7:00 pm End Time:

**Location: St. James Parish Office Conference Room**

**ROLES**

**Attendees:** Mike Kendrick (Principal), Elizabeth Berger (President), Abbie Gutzmer (Vice President), Cathy AVECILLA, Meghan Callero, Bryan Falato, Jim Kestler, Megan Leahy

**Absent:** Tammy Walberg

**Guests:** Melissa Finn

**Visitors:**

**Facilitator:** Elizabeth Berger

**Note Keeper:** Abbie Gutzmer

**Monthly Meeting Host: ??**

**Timekeeper:** Bryan Falato

**MEETING OBJECTIVES:**

- Meeting Start Time: 7:08PM
- Approval of Minutes from January 11, 2023
- Principal Update
- Marketing Update
- FSA Update
- Finance Updates
- Athletics Update
- New & Old Business

**To Prepare for today's meeting, Please:**

- Read this agenda
- Bring a Notebook and questions.
- You may bring a Laptop or iPad

**Schedule** 90 minutes

<b>Time</b>	<b>Min.</b>	<b>Activity</b>
7:00 pm - 7:05 pm	5	<b>Objective 1</b> - Opening Prayer & Approval of the Minutes <ol style="list-style-type: none"><li>1. Opening Prayer</li><li>2. Welcome visitors &amp; guests</li><li>3. Approval of the Minutes</li></ol> <p>Notes:</p> <ul style="list-style-type: none"><li>● Meghan Callero motioned to approve the meeting minutes</li></ul>

		<ul style="list-style-type: none"> <li>○ Cathy Avecilla seconded the motion</li> </ul>
7:05 pm - 7:20 pm	15	<p><b>Objective 2 - Principal Update</b></p> <ol style="list-style-type: none"> <li>1. Enrollment Numbers to Date <ol style="list-style-type: none"> <li>a. Total Registered for 23-24 as of today: 557</li> <li>b. New Students 23-24 as of today: 93</li> <li>c. New Families 23-24 as of today: 41</li> <li>d. Waitlist Status as of Today <ol style="list-style-type: none"> <li>i. PreK 3: 1 open spot (39 registered)</li> <li>ii. PreK 4: 2 open spots (42 registered)</li> <li>iii. Kindergarten: 14 open spots (74 registered) Retaining 4 sections</li> <li>iv. 2nd Grade: 1 open spot (65 registered)</li> </ol> </li> <li>e. Another ~20 current students who have not re-registered as of yet.</li> <li>f. Giving multiple tours per week still</li> </ol> </li> <li>2. Just finished winter iReady Diagnostics. Good progress from Fall to Winter. Reports going home in the coming weeks.</li> <li>3. Had an articulation meeting with Hersey &amp; our middle school teachers. Our high school graduates are doing fantastic in the public high school.</li> </ol> <p>Notes:</p> <ul style="list-style-type: none"> <li>● Good mix of families taking advantage of the new PreK 3 options.</li> <li>● Feedback - possibility of mixed PreK3 &amp; PreK4? <ul style="list-style-type: none"> <li>○ Challenges exist that limit the mixing of these students</li> </ul> </li> <li>● PreK3 two day option <ul style="list-style-type: none"> <li>○ Not feasible due to the curriculum that is being introduced in the PreK program</li> </ul> </li> <li>● There is dialogue with any families that do not re-register as to the reasons behind leaving</li> <li>● iReady results will include both fall and winter scores <ul style="list-style-type: none"> <li>○ Summer programming? Is this on the horizon especially for reading and math <ul style="list-style-type: none"> <li>■ This question still remains unanswered</li> </ul> </li> </ul> </li> <li>● 8th graders that are headed to public schools will take the PSAT 8/9 in the fall</li> </ul>
7:20 pm- 7:30 pm	10	<p><b>Objective 3 - Marketing Update</b></p> <ol style="list-style-type: none"> <li>1. OH was a huge success with 39 touring families total! <ol style="list-style-type: none"> <li>a. Opening registration for existing SJS families early was successful.</li> </ol> </li> <li>2. K for a Day - 10 students registered, 7 participated.</li> <li>3. PreK/K Info night 2/9/23 - 10 families registered (lots walk-in)</li> </ol>

		<p>4. Step Up Night 3/2/23 - Still in discussion.</p> <p>5. Thinking of having a 5th grade student orientation in spring for current 4th graders moving into 5th next year.</p> <p>Notes:</p> <ul style="list-style-type: none"> <li>● Open House <ul style="list-style-type: none"> <li>○ Students were in the rooms this year to highlight what happens in those rooms</li> <li>○ STEM was a popular place</li> </ul> </li> <li>● Step Up Night will be curriculum focused (could be repeat) <ul style="list-style-type: none"> <li>○ Discussions in place to find a way to do this with the students during the day to acclimate them to what to expect when they “move upstairs.”</li> </ul> </li> </ul>
<p>7:30 pm- 7:40 pm</p>	<p>10</p>	<p><b>Objective 4 - FSA Update</b></p> <ol style="list-style-type: none"> <li>1. <b>Our next FSA meeting is Tuesday, February 21 at 7pm</b></li> <li>2. <b>Recent Purchases</b> FSA has made thanks to One Fund and fundraisers: <ol style="list-style-type: none"> <li>a. Culligan Water dispenser in the Health office</li> <li>b. New table and stools in Mrs. Dillon’s room</li> <li>c. New table in Mrs. Fallon’s room</li> <li>d. New cubbies installed in Mrs. Weaver’s room</li> <li>e. New furniture for the school library</li> <li>f. New outdoor garbage can for the canopy entrance</li> <li>g. Chair organizers for Miss Tambling and Mrs. Fallon</li> </ol> </li> <li>3. <b>CSW</b> was busy and great! Thank you to everyone who helped make ALL of our events and activities happen!!</li> <li>4. Here is how FSA celebrated CSW: <ol style="list-style-type: none"> <li>a. delivered coffee and treats to the teachers on Monday</li> <li>b. restocked the teacher supply cabinet and coffee pods and cleaned up the work room</li> <li>c. Distributed two SJS stadium cushions to all families</li> <li>d. Distributed popsicles to all students during the week</li> <li>e. Organized the Cultural arts assembly on Tuesday</li> <li>f. Provided flowers and cookies for the Christian Spirit Award winners and the Heart of the school winner</li> <li>g. Hosted the Teacher/Staff Luncheon on Wednesday</li> <li>h. Organized the Variety Show on Friday</li> <li>i. Served Special Lunch on Friday</li> <li>j. Took a nap on Saturday :)</li> </ol> </li> <li>5. <b>Daddy Daughter Ball</b> is Friday 2/10 - we have lots of volunteers and are excited for a fun night!</li> <li>6. <b>Supper Club:</b> Feb.13 - 20. SJS will receive 20% of purchases from Mindful Kitchen in Arlington Heights when you mention St. James.</li> </ol>

		<p>7. <b>Fish Fry</b> - Friday, March 3</p> <p>a. Men of St. James are helping out again and we will actually be serving fried fish this year - along w pizza for the kids.</p> <p>8. <b>Mother Son Day of Fun:</b> Reptiles and Races - Sunday, March 5</p> <p>9. <b>Ladies Night Out</b> - Friday, April 28, 2023</p> <ul style="list-style-type: none"> <li>● <b>Reminder/Questions</b> - can we try and pair a supper club the same night as the Daddy Daughter Ball?</li> </ul>
7:40 pm- 7:50 pm	10	<p><b>Objective 5</b> - Finance Update</p> <ol style="list-style-type: none"> <li>1. Budget season is upon us. Currently working on budgeting and staffing for 23-24</li> <li>2. We are currently on budget for this current school year.</li> <li>3. Received additional EANS funding.</li> </ol> <p>Notes:</p> <ul style="list-style-type: none"> <li>● <b>IF</b> there are new job openings those will be posted in late spring</li> </ul>
7:50 pm- 8:00 pm	10	<p><b>Objective 6</b> - Athletics Update</p> <ul style="list-style-type: none"> <li>● Boys basketball <ol style="list-style-type: none"> <li>a. 5th grade &amp; 6th grade seasons have ended. <ol style="list-style-type: none"> <li>i. 5th grade overall record approximately 14-14</li> <li>ii. 6th grade overall conference record 9-7-1</li> </ol> </li> <li>b. 7th grade; team 1 finished in 2nd place with 8-1-1 record; team 2 4-5 with one game remaining</li> <li>c. 8th grade: finished 3rd in conference with 5-5 record</li> <li>d. 7th &amp; 8th grade playoffs this week - Feb. 6-12</li> </ol> </li> <li>● Girls basketball <ol style="list-style-type: none"> <li>a. 5th grade season ends Feb. 8 (tonight); I believe our two teams are each 9-0 in conference</li> <li>b. 6th grade season ends Feb. 15; our two teams are 14-1 combined (only loss was SJS vs. SJS)</li> <li>c. 7th grade regular season ends Feb. 15; currently in first place at 7-0</li> <li>d. 8th grade regular season ends Feb. 15; currently in third place at 4-2</li> <li>e. 7th &amp; 8th grade playoffs Feb. 21-22</li> </ol> </li> <li>● Poms <ol style="list-style-type: none"> <li>a. Poms finished their year with a performance at the Variety Show last Friday.</li> </ol> </li> <li>● Spring Sports <ol style="list-style-type: none"> <li>a. Registration is now open.</li> <li>b. Boys volleyball starts practice week of Feb. 13; games will begin around March 1 and season runs until May 7</li> <li>c. Track and field starts practice week of Feb. 27; meets April 1-May 6</li> </ol> </li> </ul>

		<p>f. We are hopeful that we can field a girls softball team this spring; we did not get enough players last year.</p> <p>g. Softball would begin practice in early March &amp; games would run April 10-May 19</p> <p>Notes:</p> <ul style="list-style-type: none"> <li>● Discussions of charging at athletic events. <ul style="list-style-type: none"> <li>○ Inconsistent among schools</li> <li>○ Maybe just for tournaments?</li> <li>○ Different ways to charge (GoFan/Venmo/Family pass)</li> </ul> </li> <li>● Coaching handbooks are currently in the developmental stages <ul style="list-style-type: none"> <li>○ There are case by case discussions with coaches postseason when issues do occur. <ul style="list-style-type: none"> <li>■ This is a reminder that our coaches are volunteers</li> </ul> </li> </ul> </li> </ul>
<p>8:00 pm- 8:15 pm</p>	<p>15</p>	<p><b>Objective 7 - New &amp; Old Business</b></p> <p>1. <b>New Business</b></p> <p>a. Status of Extra-Curricular After School Activities?</p> <p>b. When can we open up the After School tutoring to additional students?</p> <p>c. Spring Parent Teacher Conferences / iReady Results</p> <p>d. Pre-K 3 2 days / week (see comments above)</p> <p>e. Recess issues and recess monitors</p> <p>f. The Health Office asked to bring up the issue of kids not eating before school and fainting in mass <u>every week</u> (including today) and on non-mass days, coming to the nurse bc they don't feel well and are hungry.</p> <p>i. Can we put a note in the weekly newsletter reminding parents the importance of eating something before school? And also ask teachers to add a note in their class newsletters? Kids shouldn't be fainting! It's also 100% preventable in most cases.</p> <p>h. Dress Down days attire and events at school departure communication.</p> <p>Notes:</p> <ul style="list-style-type: none"> <li>● Parent volunteers have organized the after-school extracurricular activities <ul style="list-style-type: none"> <li>○ Looking for parent volunteers to be the lead on this</li> <li>○ Emily? FSA?</li> <li>○ Space could be an issue here</li> </ul> </li> <li>● After school tutoring has been getting an increase in students <ul style="list-style-type: none"> <li>○ Still trying to get the logistics straight with all of this</li> </ul> </li> <li>● Opportunity to move the spring parent teacher conferences closer to the release of the Fall and Winter iReady results</li> </ul>

		<ul style="list-style-type: none"> <li>● Mrs. Fink is modeling in PE classes what should be happening outside during recess in terms of game play <ul style="list-style-type: none"> <li>○ Evaluate the ball situation <ul style="list-style-type: none"> <li>■ Deflated, popped, booted over the fence, etc...</li> </ul> </li> </ul> </li> <li>● Please see the note above from the Health Office and concerns of nutrition before school. <ul style="list-style-type: none"> <li>○ Green passes have been developed to allow students to utilize the nurses office so “visits” can be tracked</li> </ul> </li> <li>● Parking issues for school events where student release happens following the event <ul style="list-style-type: none"> <li>○ Plans are usually in place but folks do not always follow</li> <li>○ Please pay attention to, and share, plans with family members that may be attending the event</li> </ul> </li> </ul> <p>2. <b>Old Business</b></p> <ul style="list-style-type: none"> <li>a. <u>Bullying Policy Evolution</u> <ul style="list-style-type: none"> <li>i. <u>Current SJS Policy</u> <ul style="list-style-type: none"> <li>1. How often is this handled by the classroom teacher and/or recorded for “student record” as opposed to being handled by administration. <ul style="list-style-type: none"> <li>a. Are behavior trends being monitored? How?</li> </ul> </li> </ul> </li> </ul> </li> <li>b. 6/7/8 grade Math Program Update</li> <li>c. Survey questions and update to timeline <ul style="list-style-type: none"> <li>i. Still believe there is a need for concrete goals and this could really direct us.</li> </ul> </li> </ul> <p>Notes:</p> <ul style="list-style-type: none"> <li>● Intervention plans for inclusion in the bullying policy <ul style="list-style-type: none"> <li>○ What are the courses of action taken with students who need interventions to limit bullying actions?</li> <li>○ This is encouraged to be a change from what bullying is to what the, for lack of a better word, consequences are for a student(s) who are engaged in bullying acts.</li> </ul> </li> <li>● Highlight on the step-up date on the math program update <ul style="list-style-type: none"> <li>○ Getting closer to and ready to implement Geometry in the building</li> </ul> </li> </ul>
8:15 pm-8:25 pm	10	<p><b>Objective 8</b> - Closing Prayer, Next Steps,</p> <ul style="list-style-type: none"> <li>1. Closing Prayer</li> <li>2. Next Steps <ul style="list-style-type: none"> <li>a. Next Meeting March 8, 7:00 pm</li> <li>b. Next Meeting Host:</li> </ul> </li> </ul>

		<ul style="list-style-type: none"><li>c. Next Meeting Timekeeper:</li></ul> <p>3. Closing of the meeting</p> <ul style="list-style-type: none"><li>a. The meeting adjourned at: 8:58<ul style="list-style-type: none"><li>i. Motion made by Bryan Falato</li><li>ii. Seconded by Meghan Callero</li></ul></li></ul> <p>Notes:</p>
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