

ST. JAMES THE LESS CATHOLIC SCHOOL

Minutes October 17, 2023

ITEM 1. CALL TO ORDER: 6:31 P.M.

ITEM 2. OPENING PRAYER/PLEDGE OF ALLEGIANCE - Mrs. Carroll

ITEM 3. ROLL CALL

At this time a roll call will be taken to determine if a quorum of voting members is present. (A simple majority of voting members is required to settle action items.)

Voting Members Carrol, Nicole; Collins, Carol; Hernandez, Haley; Jacobs, Jory; Mariella, Lisa; Navarro, Jesse; Paz, Gustavo; Whitley, Breanna

Ex-officio Members: Rev Eliseo Napier; Strickland, Tom; McClain, Jennifer

ITEM 4. APPROVAL OF MINUTES (Item Requires Action)

At this time the Secretary will read the minutes, and the President will call for comment or consensus on the Minutes of the previous Meeting.

- A. Approve the minutes of the regular School Board Advisory Meeting held on Sept 19, 2023

ITEM 5. PRESENTATIONS

At this time, the Board may recognize individuals or organizations who wish to present items of interest to the Board. Presentations must be arranged in advance and may only be agendized upon approval of the Principal or Pastor, or as approved by the Board.

- A. None at this time

ITEM 6. ORGANIZATION REPORTS (LIMITED TO 5 MINUTES)

The Board will receive reports from representatives, who will share the activities of their respective organizations. The Board may receive and file this report or take the matter under advisement for consideration at some future Board meeting.

- A. Faculty Report - Jennifer McClain
 - a. 8 weeks into the first trimester
 - b. Tutoring has begun
 - c. PLCs for our teachers and staff have begun to keep everyone on the same page
 - i. SST process
 - ii. Lesson Plan strategies and curriculum mapping
 - iii. Data analysis-shared quartile data from first test of year with SAC
 - d. Saint Projects will be due November 1st
- B. Student Council Report - Jennifer McClain
 - a. Ready for Friday snack sales
 - b. Mission boxes in classrooms
 - c. All Saints Day Carnival
 - d. First dance of the year in November
- C. Parent Activity Committee Report - Jory Jacobs
 - a. Fall family festival-Friday
 - i. Filipino plate and Sam's Club Pizza
 - ii. Parents have donated prizes
 - iii. Dessert Table

- b. Met with Father Loloy
 - i. Church security for Wed Mass-parents have stepped up during the time students attend Mass
 - ii. Fundraising for Mercy Hall improvements
 1. Wainscot on walls
 2. Upgrade the stage
 - iii. Talked about epidemic of fentanyl that looks like candy
 1. Narcotics training for teachers and catechists-Monday, October 23rd
 - iv. Sheriffs also coming on Thursday, October 18th for active shooter training

ITEM 7. DISCUSSION ITEMS (Item Requires Action)

At this time the President will ask both Board Members and ex-officio members to present items requiring discussion and Action by the Board. After a call for consensus by the President, the Board may recommend approval, denial, postponement of the item to a date certain meeting for reconsideration or recommend that the item be postponed for further refinement and then re-introduced. Decisions become effective upon approval of the pastor and when acted upon by the principal.

- A. Long Range Action Plan - We have talked about the facilities.
 - **Painting-FASCIA, EAVES ON ENTIRE ROOFLINE; RESTROOMS COMPLETED**
 - Paint remaining parts of school campus
 - **Sails over playground & slide replacement- (\$40,000 quote)**
 - **Basketball court fencing - pending**
 - **Repair/replace playground concrete - pending**
 - **Roofing-COMPLETED**
 - **Push bars on remaining doors - COMPLETED**
 - **Fence Covering for Alley-COMPLETED**

**this will be ongoing*

- B. UPCOMING WCEA WRITING/VISIT
 - a. Finalizing documents
- C. Strategic Long Range Plan 2023-2028
 - a. Any updates/suggestions
- D. Mailchimp
 - a. Rosters have been uploaded to site
 - b. We need to send out newsletter along with an opt in form
 - c. Slowly add small support needs
 - i. Walk-a-Thon
 - ii. Dine out nights
 - iii. Sunday school hosted Mass

ITEM 8. DISCUSSION-NEW BUSINESS (Non-Action Item)

At this time the President will ask both Board Members and ex-officio members to present non-action items for discussion and recommended disposition of new business concerns. The Board may recommend that a working policy be drafted by the President, special committee, other designee, or volunteer of the Board. The Policy could then be formally agendized and presented to the Board for Final Action.

- A. None at this time

ITEM 9. PUBLIC COMMENT/BOARD COMMUNICATIONS (Limited to 5 Minutes)

This is an opportunity for the Board Members to report on their activities and the actions of the committees to which they have been assigned, to bring a topic of discussion to the attention of the full board, and to request new Agenda Items.

Public Comment:

Board Communications & Reports:

- A. Finance Committee Report.....Shared financial end for last year 22-23
- B. Principal's Report..... Tom Strickland
 - a. Budget purposes we could pull the deficit funds out of Funds On Deposit but we are leaving the funds there to earn interest on those accounts
 - b. HUD application
 - i. Became available yesterday
 - ii. Nonprofits are eligible
 - iii. We need help with the grant application-Mr. Navarro will get process started
 - c. Resource program is hopefully going to get started by the first of November
 - d. Vision to Learn
 - i. Free program to all of our families, child will go to screening; if they do not pass they will have a exam from ophthalmologist; if they need glasses, they get to choose their own glasses all at NO COST
 - ii. Grant from the Shae Foundation
- C. Board Members
 - a. Jory-should we send the ZOOM link out to the entire school?
 - b. Haeley-Before they are invited send out a Newsletter informing them on what is expected at the meeting and what will not be address at the meeting
 - c. Nicole-It is appropriate for parents to come but we need to limit to them to public comments at beginning of the meeting for 15 minutes
 - d. Tom-we need to know what they want to discuss so it can go on the agenda
 - e. Jory-Could lead to parents stepping up to help with different needs.

ITEM 10. ADJOURNMENT

The President will announce the next scheduled meeting Date 11/14/2023, select someone to lead the next meeting's pledge of allegiance, opening and closing prayer, and adjourn the meeting.

ITEM 11. CLOSING PRAYER Tom Strickland will lead prayers at the next meeting.