**ST. JAMES THE LESS CATHOLIC SCHOOL**

**Minutes November 14, 2023**

***ITEM 1.* *CALL TO ORDER*:** 6:33 P.M.

***ITEM 2.***  ***OPENING PRAYER/PLEDGE OF ALLEGIANCE*** - Mr. Strickland

***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; Jacobs, Jory; Mariella, Lisa; Navarro, Jesse; Whitley, Breanna

**Ex-officio Members:**  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.*

1. Approve the minutes of the regular School Board Advisory Meeting held on October 17, 2023. Minutes approved and seconded.

***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.*

1. 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.*

1. Faculty Report - Jennifer McClain
   1. Trimester 1 is ending Friday.Teachers are finalizing grades.
   2. Report cards will be distributed at Parent/Teacher conferences
   3. 8th grade is going over to food pantry to help with packing thanksgiving baskets
   4. Preparing for Advent
   5. Christmas program is in the works
   6. Mass moving to Friday has changed some of our other activities
   7. January will bring Catholic Schools Week
   8. PLCs are helping a lot with consistency
2. Student Council Report - Jennifer McClain
   1. All Saints Day Carnival was a lot of fun. They did an amazing job setting up and running it.
   2. Maybe have Spirit Day in conjunction with ‘Socks 4 Saints’
   3. First dance is this Friday
   4. Snack Sales on Fridays
   5. Working on project from whole school for wall art
3. Parent Activity Committee Report - Jory Jacobs
   1. Family Fun Night-Great success; Filipino food was made and donated by Joy Lacap.
   2. Thanksgiving luncheon- will be having turkey and hot dogs
   3. Pancakes and Pajamas Holiday breakfast-students can wear holiday pjs to school and have breakfast
   4. Socks4Saints- will be brought in and donated to the needy
   5. Christmas program-we will be raffling baskets and selling snacks and coffee
   6. Missed the cutoff for the Christmas Parade in the City of Perris

***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.*

1. 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

1. UPCOMING WCEA WRITING/VISIT
   1. Action Plan Goals
2. Strategic Long Range Plan 2023-2028
   1. Any updates/suggestions
3. Mailchimp

***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.*

1. 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:**

1. Finance Committee Report...........Carol & Nicole - Diocese Finance Committee training
   * + - 1. Finance Meeting will be at 5:30 pm on January 16, 2023
         2. We went to meeting at the Diocese
         3. Pastor is ultimate final say
         4. Finance Committee is advisory
2. Principal’s Report........................ Tom Strickland
   * + - 1. WCEA visit meets with School Board and parents
         2. Will start promoting the school at churches in February
         3. Vision Mobile will be back out November 29-30
         4. Resource teacher is in place-Maria Baird
         5. Public Comment Sign up sheet is now on the website
         6. Mr. Marcillas has been helping here on campus with some of our repairs around campus
         7. Jennifer has done an amazing job with PLC meetings and with overseeing the WCEA writing processes
3. Board Members..............
   * + - 1. No Comments at this time

***ITEM 10. ADJOURNMENT***

*The President will announce the next scheduled meeting Date 01/16/2024, select someone to lead the next meeting’s pledge of allegiance, opening and closing prayer, and adjourn the meeting.*

***ITEM 11. CLOSING PRAYER*** Carol Collins will lead prayers at the next meeting.