**St James School Council Meeting Minutes**

**8/23/2023**

Those present:

* Mr. Eric Chamberlain
* Evan Hipp
* Michelle Rainey
* Christy Karcher
* Eric Kassenbrock
* Michelle Wilson
* Ryan Dewig (joined by phone)

Meeting opened with prayer.

St. James Mission Statement read aloud by those present.

May minutes reviewed and approved.

**Old Business:**

No staff visitors - the council would like to have staff visitors for future meetings when possible.

No financial report - Mr. Chamberlain will start bringing a finance report from Elisha and we can forward any questions to her instead of having her attend meetings.

The plan for next year is to increase tuition to the maximum amount given by voucher, while also working to create a scholarship to help any families that do not qualify for the voucher. Most students are using the voucher. Mr. Chamberlain is meeting with Fr. Andrew in September to discuss further.

**Principal’s Report:**

2023-2024 Theme is “Anchored in Faith”. School year started with a prayer service relating to this theme, casting our anchor to God, and trusting it will keep us steady and safe.

New Staff:

Emily Siami – 6th -8th ELA and 7th-8th Literature

Karen Adler – now full-time 6th-7th Literature and 6th-7th Science instead of part-time resource aide

Meghann Muncy - part-time K-1 resource aide

Katie Schaber – 3-4 year old preschool aide

Selena McCoy and Sophie Weber – Senior interns in the preschool and afterschool care.

Enrollment K-8 up from 147 last year to 172 this year. 1st-6th grades have all grown. We are also adding 24 new Pre-K students and 14 Preschool. This makes our biggest class in many years totaling 209 students being served by St. James.

On Tuesdays mass will be celebrated with Fr. Betz and Fridays will be with Fr. Andrew. All at 8:30.

Searching for a cafeteria manager and a part-time cafeteria employee. Mrs. Sokeland has offered to stay on and train our new employee and we thank her for that.

Archery Update: Greg and Stacey Bane are spearheading the archery program. We have 23 for sure 4th-8th grade students signed up and expect a total of about 25. Ms. Schneider, Greg, and Stacey spent many hours training and grant writing to bring this opportunity to St. James. Not certain, but leaning towards practice at St. James after school, with tournaments on the weekend as voluntary (still working out payment details). We expect some students to fully participate each weekend, while others may only be interested in a few events. Still working out what that looks like financially considering it is not a team, but more individual tournaments.

Upcoming Events:

August 21st 6-7 pm: PTO Call-Out meeting in Cafeteria

August 24th: Severe Weather Drill

September 1st: Lockdown Drill and Safe Evacuation Practice

September 4th: No School – Labor Day

September 7th: Next meeting – Virtual School Council meeting ran through Diocese 6-7:30

September 8th: Free Dress with Spirit Bottoms for $1 benefitting Hunger Bowl

September 14th: Picture Day – Free Dress

September 23rd: Harvest Fest

September 27th: 2 Hour Delay – Faculty Professional Development – **No Morning Daycare**

We are off to an outstanding year with our students and looking forward to the year ahead.

**New Business:**

Bring new ideas for Mission Statement to our next meeting. Needs updated.

Council By-Laws signed and are being taken to Fr. Andrew for his signature and approval.

Code of Conduct handed out.

School Improvement plan needs updated. Mr. Chamberlain will review and revise and send out to council. Need to have 3 goals to improve by October.

1. Update the Strategic Plan to make it more concise, relatable, and user friendly.
2. Increase parent engagement and accountability, including in volunteer situations.
3. Identify any shortcomings in our academics and standardized testing.

Officers for this year are

President: Evan Hipp

Vice President: Eric Kassenbrock

Secretary: Michelle Rainey

Meeting closed in prayer.

**Next meeting is Diocese Virtual Zoom meeting scheduled for Thursday September 7th 6-7:30pm**

Next in person meeting TBD