Minutes: August 9, 2023

***ITEM 1.* *CALL TO ORDER*:** 6:35 P.M.

***ITEM 2.***  ***OPENING PRAYER/PLEDGE OF ALLEGIANCE*** - Mrs. Wenker

***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; Duffy, Jim; Jacobs, Jory; Navarro, Jesse; Paz, Gustavo; Wenker, Tamara; 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. Minutes of the regular School Board Advisory Meeting held on May 16, 2023 have been approved

***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 - Mrs. McClain
   1. Teachers come back August 16th for meetings and WCEA Action Plan writing
   2. 3 new teachers (1st, 3rd and Jr High) are at Diocese for “New Teacher Inservice”
   3. Summer School was wonderful; we have 5 new students
2. Student Council Report - Mrs. McClain
   1. Our first meeting of the year will be Aug 25th to prepare for back to school
   2. The new officers have a lot of great ideas and are excited to make them happen
3. Parent Activity Committee Report - Jory Jacobs
   1. Jory is now the acting President for PAC and looking forward to this coming year
   2. Would like the school to publish tuition income vs expenses for transparency so the parents can see where their dollars are being spent
   3. First day of school will be coffee and donuts in the hall for parents
   4. “SquadLocker”
      1. PAC got their shirts ordered and will now be ordering School Board shirts
      2. Looking in to adding “Squadlocker” to website for spirit gear
   5. Would like to refurbish the inside of Mercy Hall
      1. Possible to get other ministries on board with helping
      2. Eagle Project for someone

***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\*this will be ongoing - We have talked about the facilities.

* Roofing-**COMPLETED**
* Painting-**FACIA, EAVES ON ENTIRE ROOFLINE; RESTROOMS COMPLETED**
  + Paint remaining parts of school campus
* Sails over playground & slide replacement- ($40,000 quote)
* Push bars on remaining doors - **COMPLETED**
* Basketball court fencing - pending
* Repair/replace playground concrete - pending
* Fence Covering for Alley-**COMPLETED**
* Repiping of facility($20,000 quote) Water department installed a new meter and connection 8/23

**We will be applying for a City of Perris HUD Grant in October of 2023. Decisions are made in March of 2024 in the hopes of securing funding for the above items that need to be completed.**

**Mercy hall closet flooded during the summer-requires abatement and repair-insurance claim has been filed**

1. UPCOMING WCEA WRITING/VISIT
   1. Sections 3G-H are completed
   2. Sections 3D-F are completed
   3. Now moving on to writing the Action Plan

***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. Strategic Long Range Plan 2023-2028
   1. Have asked all board members to read through for accuracy
2. Mailchimp
   1. School set up an account and has made 2 board members managers
   2. This will be used to market to alumni
3. Grant Writier
   1. Look for someone to help us write the grant for the city and other grants
4. Enrollment Increase
   1. Ask neighboring parishes if they would be willing to scholarship 1 student from their parish to attend St James School

***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...........Tamara Wenker
   * + - 1. 22-23 school year ended with a deficit; expenses have increased due to facility repairs and overall increases in utilities. We feel the staff is as tight as it can be and will continue to utilize FOD to support the additional expenses
2. Public Outreach Committee ….... N/A
3. Principal’s Report........................ Tom Strickland
   * + - 1. Plumbing-Slab Leak

Repaired

City of Perris installed new meter and shutoff

* + - * 1. Summer School

The students seemed to enjoy summer school and were happy to be here

They did ELA, MATH, ART, CODING and STEM

* + - * 1. Staff

Hired 3 teachers, Grade 1, 3 and Jr High

* + - * 1. Recruitment for SCHOOL BOARD MEMBERS

We need to reach out to individuals for joining the school board

1. Board Members
   * + - 1. Goals for this coming year, such as

Starting a non-profit for scholarships for students

Uniform consistency - in what the students are wearing to school

* + - * 1. What additional goals would board like to see

Board minutes posted to school website

Drive enrollment by

Add pictures to school website showing Summer School and other activities

Add student overall test score data to website

Sell banners for field fence (businesses can advertise)

* + - * 1. Uniforms-send parents the uniform policy out of handbook and let them know dress code will be strictly enforced this year
        2. Saturday Detention-send parents email explaining Saturday detention and how students will lose points (dress code, missing assignments, discipline, etc)

***ITEM 10. ADJOURNMENT*** -

*The President will announce the next scheduled meeting Date 09/19/2023 select someone to lead the next meeting’s pledge of allegiance, opening and closing prayer, and adjourn the meeting.*

***ITEM 11. CLOSING PRAYER*** MR NAVARRO will lead prayers at the next meeting.