

**St. James School Council  
Minutes**

January 26, 2015  
6:30 pm Staff Room

Attendance: Father Dale Normandeau, James Lockwood, Sheridan Fraser, Paul Rossetti, Patti Krause, Tannis Nelson, Dianne Wilson, Sean Bicknell

Regrets: Deacon Paul Murphy, Kim Louis, Sherryl Skaalid, Monica Rutter

1. Daily Prayer for St. James School
2. Adoption of Agenda (motion Tannis Nelson, Sheridan Fraser carried)
3. Correspondence
4. **Reports**
  - a. **Pastor's Report** – Father Dale
    - starting to visit Gr. 7 and Gr. 2 with a focus on the sacraments
    - also visiting Grade 5 class with a focus on the bible
  - b. **Principal's Report** – Dianne Wilson – attached report
    - ordered new edition of the Reading Assessment PM Benchmarks and non-fiction books for the primary classes
    - classes will be doing a writing assessment
    - added a couple of new Teacher on Call and On Call Education Assistants
  - c. **Finance Report** – attached report  
**motion to accept December finance report as reviewed ( Patti Krause, Father Dale carried)**  
First Nations funding is still under review for the students that have left the school
  - d. **Marketing Report** – Sean Bicknell
    - posters and brochures were sent out to preschools, and have been dropped off at various locations around the community
    - Morning Star will be doing article about Catholic Schools Week
    - Looking for someone to take pictures at the Ishmael Spirit event
    - School will be taking part in Masses on Feb 1<sup>st</sup> and Feb 8<sup>th</sup>
    - **Draft of a Family Referral policy was presented and council will discuss at the February meeting**

## 5. Continuing Business

### a. Tuition

**motion to increase tuition rates by 3.5% for parish supporters and 5% for non-parish supporters for the 2015/2016 school year (Sean Bicknell, James Lockwood carried)**

- St. James has the highest tuition but we have the lowest fundraising revenue. It is important for the council to develop a plan to increase our fundraising.
- Suggestion that we survey the school families to gain an understanding of how the families feel about the tuition rates and if they are willing to pay higher tuition instead of fundraising

**Patti Krause, Sean Bicknell and Paul Rossetti will create the survey to send to families and will report back to council**

### b. Maintenance Report – James Lockwood - attached report

- roof membrane is leaking in a couple of spots. Cost to repair is \$100,000
- James Lockwood will complete a building safety form in the near future
- suggestion to create a priority list of project repairs with possible costs and projected dates
- **James Lockwood will investigate three quotes for painting the school**

### c. Uniforms - re letter from Jan Barnard

- council will discuss at the February meeting
- registration packages will be updated with a statement that families will receive a uniform credit but it will not have a dollar amount attached at this time

### c. Saints of Service

- Father Dale would like to implement a minimum the parish supporter donates to the church
- it was also suggested that members participating in a ministry at the churches could also earn Saints of Service hours for the school

## 6. New Business

- a. CISKD – New Conflict of Interest Policy has been passed

## 7. Dates to Remember

- a. February 23rd - Next School Council Meeting

## 8. Adjournment: (Motion to adjourn Tannis Nelson, Father Dale Carried)

## 9. Closing Prayer

