

**St James PTA Minutes**  
**Wednesday, March 11, 2015**  
**8:15 AM in the School Library**

Paula Pangilinan called the meeting to order

**Opening Prayer:** Christian Buckman

**Principal's Report:** Mr. Cardone

- Mr. Cardone discussed his announcement to retire in June, citing that his decision was based on the desire to spend more time with his family, especially his three young grandchildren. He viewed his time at Saint James as a completely positive experience, with an excellent staff as well as wonderful and dedicated parents. He feels confident that he will be leaving the school in capable hands, and the PTA has moved in the right direction with respect to volunteerism and fundraising. Since he became principal, he has worked to change the tone of the school to exude a sense of calmness. His administrative philosophy stems from an intrinsic feeling of respect and kindness, and he has seen that take hold. He thanked the PTA for all of their hard work, and felt that there was truly an open line of communication that enabled the new changes to take hold and allowed the school to move forward in the right direction. The PTA expressed that they are sad to see him leave, but understand his call to be with his family, and thanked him for all of his guidance and the positive environment that he instilled at Saint James School.
- Paula Pangilinan asked Mr. Cardone to address two rumors that have quickly spread following his retirement announcement. The first rumor is that Saint James is on the Diocesan chopping block, so that is the reason for Mr. Cardone's departure. Mr. Cardone assured that the rumor is nowhere near the truth. Saint James is actually one of the strongest schools in the Diocese, despite competition from other Catholic schools nearby. The second rumor is in regards to who will be taking over as Principal. Mr. Cardone explained that there is a specific Diocesan process, where the Office of Catholic Education assembles a Search Committee (made up of the Diocesan Principal, a past Saint James School parent, a parishioner parent, Dr. Bolan from the Diocese, Monsignor Lowery, and probably Mr. Abatemarco from Red Bank Catholic). That committee will vet and interview legitimate candidates, and then make their recommendation to Monsignor Lowery, who will ultimately make the decision. The hope is to have the decision made by May in order to ease the transition and keep stability and continuity in the Saint James School environment.
- Christian Buckman asked Mr. Cardone why the TerraNova tests are taking place the week immediately following daylight savings time, which leaves the students tired and off-schedule. Mr. Cardone responded that the Diocese made the decision, and it is a legitimate concern, so he plans to address it at the upcoming meeting. He and Mrs. Giordano confirmed that next year, the TerraNova tests are scheduled for the first week of March, so there will not be a conflict again. Unfortunately, there will be no way to truly compare whether the time change was an issue on test scores because the students are taking a new and more challenging edition of the test, with shorter times for completion. The teachers were encouraged to refrain from additional tests and homework this week while the TerraNovas were taking place.

**President's Report:** Paula Pangilinan

• Paula went around the table for reports:

- Jeanne O'Connor – St. Patrick's Day Social was canceled due to low response (not helped by snow storm at the end of the week). All money that was sent in will be returned. We will need to find a way to better promote the event in the future and/or come up with another idea for an adult social.
- Christian Buckman – Mother's Retreat is scheduled for Saturday, March 28 from 8am-12pm in the Eck Center Meeting Room. Monsignor Rebeck will be moderating the retreat, with the theme "The Power of Prayer in the Family." All women are welcome, not just those associated with Saint James School. Christian asked Maria Rimmele to send out another eblast. It is also posted on the school website and appears in the church bulletin.
- Liz Coscia – The school play is being promoted across all platforms, including Hulafrog and Red Bank Green. Liz asked Maria Rimmele to handle making sure a "Like" button is added to the Saint James School Facebook page. Liz has also asked for a list of sponsorships from all event coordinators in order to keep track of who has already sponsored and who might still be available. Paula Pangilinan will forward the sponsor sheet she receives from SJAA for the Run With the Royals 5K to Liz.
- Fay Eigenrauch – Gathering a list of vendor donations in order to send out thank you notes.
- Maria Rimmele – Will handle Easter Basket Stuffers.
- Progressive Raffle – Paula reported that the raffle was a success, and the amount raised surpassed last year. Saint James received \$7,650 and the four winners split the other \$7,650. The first place winner received \$3,825. Last year Saint James received \$6,450. This is great news, considering there was much less publicity around this fundraiser, and we were unable to sell tickets at Masses due to timing with Lent, which is something to keep in mind for next year. The shorter time frame of the raffle was better as compared to last year, coupled with families participating towards their fundraising commitment. 10 families used the Progressive Raffle to completely satisfy their fundraising commitment. The winners will be notified today, and those kids eligible for Dress Down passes for Early Bird tickets have received them. Along with publicizing the winners, Paula will also include a heartfelt thank you to everyone for their strong support in school fundraising this year.

**Recording Secretary's Report:** Laurie Williams

Attendance of Executive Officers:

Paula Pangilinan – present  
Jeanne O'Connor – present  
Dana Franznick – present  
Laurie Williams – present  
Fay Eigenrauch – present  
Lisa Noonan – not present  
Mary Asfendis – not present

February 25, 2015 Open Meeting Minutes approved by Christian Buckman and Liz Coscia.

Used Uniform Sale – drop off date will be Wednesday, April 15. Any PTA members available are asked to stay after the scheduled meeting to help sort and put away uniforms. The next Used Uniform Sale will be Thursday, April 23 from 10am-12pm. We will need volunteers beginning at 9am for set-up, through the sale, and to help clean up afterwards. Dana Franznick will follow up with Grade Parents to put out a call for volunteers.

### **Arcade Day: Mrs. Giordano**

- The event is tentatively scheduled for May 5, but may be moved back by 1-2 weeks due to other activities that week. It will take place from 8am-11:30/12 noon in the school parking lot (in case of rain, it will be held in the gym.)
- This event is the final PTA fundraiser and will replace the Dance-A-Thon. Each grade will create a “booth” table which consists of an activity or game. The teachers have been asked to involve the students in coming up with the idea so they can take ownership together as a grade. Each grade will rotate around the booths to play the games, and they will win small prizes from Oriental Trading Company, etc. Grades PreK through 8 will participate.
- The booths will be run by Grade Parents and/or volunteers related to that grade, who will also be responsible for setting it up and breaking it down. At least two adults will need to man the booth throughout the event, so they will need to arrive around 7:30am for setup. The Grade Parents will also reach out for volunteers to donate the items/materials needed for the booth. Dana Franznick and Jeanne O’Connor will organize a mandatory Grade Parent meeting as soon as possible in order to get the ball rolling. There will be a need for effective communication for this fundraiser to be a success.
- The cost of the event will be a recommendation of \$20-\$25 per child. Each child will receive a ticket. The younger kids will have their ticket punched in order to make their way around the booths. The older kids will be free to roam the booths on their own during their allotted time.
- There will be Booth Sponsorship and Prize Sponsorship opportunities as well. \$50 per sponsorship and all families that sponsor a booth or prizes will have their name posted on a board at the entrance to the event. The sponsorship is separate from the ticket cost. All money will count as 100% fundraising credit. Paula Pangilinan will compose a flyer to be posted on the website and eblasted with sponsorship information, and she will be sure to include that money raised will go towards technology and curriculum improvements.

### **PTA Meeting March 11, 2015 Attendance**

Mr. William Cardone  
Mrs. JoAnn Giordano  
Paula Pangilinan  
Jeanne O’Connor  
Dana Franznick  
Laurie Williams  
Fay Eigenrauch  
Christian Buckman  
Ann Mazza  
Liz Coscia  
Maria Rimmele