



SCHOOL ADVISORY COUNCIL MINUTES  
AUGUST 22, 2019  
St. James the Apostle Catholic School

*St. James the Apostle Catholic School is a Christ-centered community where children can grow in faith, values of service and academic excellence.*

Members Present: Mona Lopez, Matthew Navarrez, Eddie Molina, Christine Aguilera, Debra Harrison, Hector Perez, Thelma Campa, Jessica Garcia, Brenda Pina, Angela Ruiz, Raul Espinoza, Sr. Debbie Walker, Dr. Jennifer Grenardo

Members Absent: PTC Representative

#### Roles and Responsibilities of a School Advisory Council

- Review Archdiocesan Advisory Council Handbook

#### Executive Committee Selection – Voted and approved by whole consensus

- President – Thelma Campa
- Vice President – Mona Lopez
- Secretary – Jessica Garcia
- Financial Officer – Raul Espinoza

#### Committee Selection – Members volunteered for positions

- Nominating – Christine Aguilera, Matthew Navarrez, Mona Lopez
- Finance – Raul Espinoza, Thelma Campa, Christine Aguilera, Matthew Navarrez
- Building and Grounds – Matthew Navarrez, Hector Perez, Eddie Molina
- Policy and Planning – Eddie Molina, Angela Ruiz, Debra Harrison, Hector Perez
- Marketing/Development – Brenda Pina, Deborah Harrison
- Local Grievance Council – Brenda Pina, Thelma Campa, Mona Lopez, Angela Ruiz, Jessica Garcia

#### General Reports – Parish, School, and PTC Report

- On the Way, Andale Campaign – All members of executive councils are encouraged to donate - <https://www.archsa.org/office-of-dev/donate-now>.
- School Safety – St. James has formed an Safety Team comprised of law enforcement parent volunteers who will serve as peace officers at morning assembly and weekly Mass.
- PTC Events – Ice Cream Social – Sept. 6<sup>th</sup> @ 6 pm in cafeteria

#### Old Business

- Code of Conduct – Safe Environment Training - [www.archsa.org/child-protection/safe-environment-training](http://www.archsa.org/child-protection/safe-environment-training). All members should complete.

#### New Business

- Parent Survey Results – See below
- Strategic Plan – Members worked in groups to give suggestions for the creation of our 2019-2024 Strategic Plan in the following areas:
  - Catholic Identity
  - Student Experience
  - Faculty and Staff
  - Facilities, Buildings, and Grounds
  - Development Other

# Data Summary

St. James the Apostle: 2018-2019

## 3. Operational Excellence


3.1 School Buildings, Grounds, & Facilities

3.92 ↑

## 4. Financial Sustainability

4.1 Financial Value


3.99 ↑















SJA: N = 170 


Optimal performance: Maintain current focus and attention	Scores $\geq 4.5$	✓
Approaching optimal performance: Build on current focus and attention	Scores $\geq 3.75$ and $< 4.5$	↑
Area of opportunity: Intensify focus and attention	Scores $\geq 3$ and $< 3.75$	!
Area of concern: Commit to intensive effort & focus on improvement	Scores $< 3$	✗









## 1. Instructional Quality

### 1.1 Atmosphere for Learning

4.24 

1) Faculty and staff treat students with courtesy and respect.		4.48 
2) The school is a safe environment.		4.52 
3) The school provides a rigorous academic curriculum.		4.06 
4) Faculty and staff give students individual attention and assistance when they need it.		4.05 
5) Faculty and staff help students grow to realize their potential for success.		4.18 
6) Faculty and staff help students learn from their mistakes and overcome their challenges.		4.11 
7) Overall, I am satisfied with the atmosphere for learning at this school.		4.25 

SJA: N = 170 

Optimal performance: Maintain current focus and attention	Scores $\geq 4.5$	 
Approaching optimal performance: Build on current focus and attention	Scores $\geq 3.75$ and $< 4.5$	 
Area of opportunity: Intensify focus and attention	Scores $\geq 3$ and $< 3.75$	 
Area of concern: Commit to intensive effort & focus on improvement	Scores $< 3$	 

## 1. Instructional Quality

### 1.2 Religious Formation/Catholic Identity

4.57



8) Students regularly learn about and experience the Liturgy and the Sacraments.



4.69



9) Students regularly learn about and experience Catholic prayers, devotions, and religious practices.



4.75



10) Students regularly learn about and experience Catholic social teachings.



4.64



11) Students are developing strong morals and character.



4.59



12) Students regularly engage in acts of charity and works of mercy.



4.31



13) Faculty and staff are good role-models of the Catholic faith.



4.41



14) Overall, I am satisfied with religious formation and the development of Catholic identity at this school.



4.60



SJA: N = 170



Optimal performance:

Maintain current focus and attention

Scores  $\geq 4.5$



Approaching optimal performance:

Build on current focus and attention

Scores  $\geq 3.75$  and  $< 4.5$



Area of opportunity:

Intensify focus and attention

Scores  $\geq 3$  and  $< 3.75$



Area of concern:

Commit to intensive effort & focus on improvement

Scores  $< 3$



## 1. Instructional Quality

### 1.3 Technology Infrastructure and Educational Integration

3.64



15) The school uses up-to-date educational technology.



3.67



16) Technology is used effectively for teaching and learning.



3.76



17) Students are learning cyber-values and digital ethics.



3.63



18) Students are being prepared to thrive in the digital age.



3.59



19) Overall, I am satisfied with the use of technology in this school.



3.54



SJA: N = 170



Optimal performance:

Maintain current focus and attention

Scores  $\geq 4.5$



Approaching optimal performance:

Build on current focus and attention

Scores  $\geq 3.75$  and  $< 4.5$



Area of opportunity:

Intensify focus and attention

Scores  $\geq 3$  and  $< 3.75$



Area of concern:

Commit to intensive effort & focus on improvement

Scores  $< 3$



## 1. Instructional Quality

### 1.4 Co-curricular, Extra-curricular, & Educational Enrichment

3.46



20) The school has high quality co-curricular offerings: e.g., art, PE, music, computer, foreign languages, etc.



3.58



21) The school has high quality academic enrichment programs: e.g., robotics, science fair/clubs, Odyssey of the Mind, etc.



3.13



22) The school has high quality extra-curricular activities for performing arts, fine arts, and similar.



3.08



23) The school offers high quality athletic activities.



3.95



24) Overall, I am satisfied with the co-curricular, extra-curricular, and other enrichment activities offered by this school.



3.54



SJA: N = 170



Optimal performance:  
Maintain current focus and attention

Scores  $\geq 4.5$



Approaching optimal performance:  
Build on current focus and attention

Scores  $\geq 3.75$  and  $< 4.5$



Area of opportunity:  
Intensify focus and attention

Scores  $\geq 3$  and  $< 3.75$



Area of concern:  
Commit to intensive effort & focus on improvement

Scores  $< 3$



## 2. Constituent Relations

### 2.1 Communication & Responsiveness

4.01



25) I receive clear and timely communication from faculty, staff, and administrators.



3.89



26) Faculty, staff, and administrators are timely and responsive to parents' questions or concerns.



4.09



27) Faculty, staff, and administrators are respectful and fair with parents.



4.32



28) The school shows me how to monitor my child's progress in school.



4.02



29) I receive Archdiocesan/Diocesan emails and updates.



3.65



30) Overall, I am satisfied with the communication and responsiveness of faculty, staff, and administrators at this school.



4.07



SJA: N = 170



Optimal performance:

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Approaching optimal performance:

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Area of opportunity:

Intensify focus and attention

Scores  $\geq 3$  and  $< 3.75$



Area of concern:


Commit to intensive effort & focus on improvement

Scores  $< 3$



## 2. Constituent Relations

### 2.2 Opportunities for Stakeholder Input

4.09 

31) The school has a board that includes parent representation.



3.99 

32) The school updates parents on changes to policies and practices.



4.05 

33) The school has an active parent organization.



4.24 

SJA: N = 170 

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Approaching optimal performance:

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Area of opportunity:

Intensify focus and attention

Scores  $\geq 3$  and  $< 3.75$



Area of concern:

Commit to intensive effort & focus on improvement


Scores  $< 3$





### 3. Operational Excellence

#### 3.1 School Buildings, Grounds, & Facilities

3.92 

34) The school building, grounds, and facilities support a positive environment for learning.



3.93 

35) The school cafeteria provides healthy food for students.



3.97 

36) Overall, I am satisfied with facilities and operations of this school.



3.88 

SJA: N = 170 

Optimal performance:

Maintain current focus and attention

Scores  $\geq 4.5$



Approaching optimal performance:

Build on current focus and attention

Scores  $\geq 3.75$  and  $< 4.5$



Area of opportunity:

Intensify focus and attention

Scores  $\geq 3$  and  $< 3.75$



Area of concern:


Commit to intensive effort & focus on improvement

Scores  $< 3$



## 4. Financial Sustainability

### 4.1 Financial Value

3.99 

37) The school makes me aware of the Financial Aid process.

4.26 

38) The school is transparent in communications regarding operating budget and the full cost of education.

3.74 

39) The school markets itself effectively to prospective families.

3.94 

SJA: N = 170

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Area of opportunity:  
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Area of concern:  
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