



SAINT JAMES SCHOOL

Parents' Association Meeting

January 11, 2026

Refectory Board Room

Meeting Minutes

School Administrators Present: Father D. Stuart Dunnan; Dean David Hutchings; Jennifer Sherman, Margaret McGuigan

Officers Present: Johanna Mullendore, President; Gina Taffe, Vice President; Alicia Schwartzbeck, Treasurer; Jennifer Webster, Secretary

Parents Present: Errika Best; Aggie Cantave; Melissa Gue; Jessica McCauley; Miranda Marsh-McDonald; Laura Pettit; Chris Taffe,

Meeting called to order: 1:04 pm

Presidents Report- Johanna Mullendore: PA had good fall, successful concessions, volunteers always welcome

Treasurer's Report- Alicia Schwartzbeck

P & L

\$4,942 in account

Not including bills from Sage or reimbursements from student accounts

No bill from Sage for Silent Auction

Therefore we don't really know how much we are making from concessions until they do.

Jennifer Sherman- asked is system working with Sage?

Group- yes. Only issue is with communication during event when we need replenishment.

Hard when we have new volunteers not as familiar with system.

Father Dunnan arrived and led group in prayer

Headmaster's Report- Fr. Dunnan \$400K left to raise for this year's Annual Fund

Presently faculty who are and are not returning make plans known

Group discussion ensued about that, privacy involved, those who ask to leave and those who have been asked. Can't discuss publicly.

4-8 is the norm.

Good/easy year so far in terms of discipline.

Cheating still an issue; Father blames COVID and AI.

Currently addressing. Nothing has risen to dismissal level.

Dress code continuing issue; continue to stay vigilant.

Buildings are coming along:

Fab Lab

This will open up big room in Fulton Hall

Concrete pad left to be outside workspace for Fab Lab

Dunnan Hall- really like contractors. Fell behind during extreme cold because too cold to pour concrete

Great site manager, very excited about this project

Platinum AP School for 3rd year in a row (how many students take APs, how many we offer, how well students do)

Will decide what to do with Claggett after new dorm opens

Onderdonk needs a spruce up.

2 mid year students replaced the two who left.

THE SEARCH for new Headmaster continues- consultants getting names. Good participation in questionnaire

Very glowing mid-term evaluation from AIMS and Middle States

"I have never read anything so positive"

Particularly impressed by students (as well as the school)

Spoke in chapel when they got back about "the world today." Reasons to be concerned and reasons to pray.

Minutes were read. Chris Taffe made motion to accept Minutes.

Alicia Schwartzbeck seconded motion.

Minutes unanimously approved.

Upcoming events:

Jan 29-31: SJIT Basketball Tournament coming back to SJS.

Discussion about janitorial services during tournament:

During Holloway, PA had to take out trash, work squad had to chip in

Ticket Sales- Development wants us to sell at door

Attendees need to register. QR Code available.

Wristbands, different color for each day.

Chris Taffe asked about option to buy pass for entire tournament-

VIP passes given for sponsors

Rented light for parking area, safer for people crossing the road

Volunteers- get "shift meal"

Exam Cookie Day- Wednesday, March 4. Exams end at 3

Set up at 2:30, serve from 3-4?

Make note- put a couple plates aside for kids not finished til 4

Spring Decorating- pansies in time for Easter, then something else for

NO ORNAMENTAL CABBAGE

Alumni Weekend (last week of April)

For winter- add wreath for Headmaster's house door.

Prom Mocktails- May 15- need new lead- Aggie Cantave

Gina Taffe added that Kristin Lunderville (past chair) said she would put together list of amounts because we had way too much last year. Gina will reach out

Teacher Appreciation Week- decided last year to make it one day/week- Jess

Schlotterbeck

Fundraising- Aggie Cantave- nothing to report- lots of donations but they came in late

Concessions- still need new person to lead

Dean of Students Report- Dave Hutchings

Thank you for the Christmas cookie day- said the new students especially really loved it.

Almost all of students back from break- a few delayed being sick; illness on campus not too bad, considering

Reiterated very few discipline issues

Social Institute- 2 lessons about AI, how it works, if you want to use it correctly, how do you get the most out of it.

Ethics of using it in creative things; what is acceptable and what isn't

Faculty Group working on professional development program re: AI. Hosted by MidStates

Weekend activities: karaoke in Kemp- one of the best weekend things he's ever seen; kids want to do it again

Fr. Dunnan added that this is a great example of still having Kemp for special events

Next weekend- Winter Dance 3-6th form. In Refectory with DJ

2nd form activity: Murder Mystery event

Upcoming: trying to do Saturday night Wizards game, Lunar New Year

Fr. Dunnan: tremendous response to flu vaccine. Added flu when school added required COVID vaccine which was CDC recommended. Has worked out well; there has been much fewer flu.

Tradition of Boarders Night Out: surprise for all, including faculty.

For April meeting we need to put out list of needs for positions or offices.

Alicia Schwartzbeck will do tax return.

Gina Taffe on concessions kitchen- because of 3 day tournament...we need to check outlet area not working. GFIs keep popping/overload, can't reset.

Chris Taffe moved that meeting be adjourned.

Johanna Mulledore seconded motion.

Meeting adjourned at 2:14 pm.