

Saratoga Central Catholic School
Minutes of the Meeting of the Board of Trustees held on December 10, 2015
6:30 pm

Members in Attendance:

Stan Weeks, Chairman
Mike Naughton, Vice Chairman
Lew Benton
Fr. Tom Chevalier
Erin Callahan
Jerry Leone
Dawn Martinez
Becky Stauffer
L. Stephen Lombard, Principal

Other Attendees:

Thomas Gould, Diocesan Liaison
Sandra Tarkleson, Director of Development & Advancement

The meeting was called to order by Dr. Weeks.

Fr. Tom offered an opening prayer.

Mr. Benton moved to approve the minutes of the November 12, 2015 meeting. Ms. Stauffer seconded the motion and it was unanimously approved.

Mr. Lombard reported on the status of SCC's application to join the WARSAREN League ("League") for sports. Mr. Lombard noted that the Superintendents of the League's member schools have approved our School to join, but that each member school's board of education also had to vote on the issue. In the interim, Mr. Lombard advised that SCC would have to approve the WARSAREN constitution and bylaws in the event SCC was ultimately approved to join the league. Mr. Naughton moved to approve the League's constitution and bylaws. Mr. Leone seconded the motion and it was unanimously approved.

State of the School Report was presented by Mr. Lombard

- Mr. Lombard reported that current enrollment is 254 (one student less than in November 2015)
- Mr. Lombard reported the receipt of additional 6th grade applications for the 2016-2017 school year.
- Mr. Lombard reported on SCC's participation in an international student program. If approved, SCC will be receiving several students from China. Each student's tuition costs will be fully covered by the program, which will also be responsible for finding host families.
- Mr. Lombard acknowledged and thanked Mr. Naughton and the Enrollment Committee for all of their hard work in making the November 2015 Open House a huge success.
- Mr. Lombard reported that the School is interested in and is looking into the process to receive funding from the Smart School Bond Act. He also noted that the School is set to receive a grant from Maria College in the spring.
- Mr. Lombard reported that the School is continuing to look into the prospect of instituting a block schedule for students, which could provide some additional flexibility in scheduling.

- Mr. Lombard reported that Mr. Pizzingrillo recognized several SCC students for their work with the Ronald McDonald House.
- Mr. Lombard reported that the IOWA test results have not been received yet.
- Mr. Lombard wished everyone a Merry Christmas.

Development Committee

- Mr. Benton reported on the Development Committee's recent meeting.
- Mr. Benton reported on additional donations received by the School and the upcoming mailings to School alumni.
- Ms. Martinez reported on the progress on the gala. Mr. Benton acknowledged Ms. Martinez's superlative effort and hard work in preparing for the gala.
- Ms. Tarkleson discussed the possibility of starting a school/community-wide raffle for the prospect of winning free tuition. Dr. Weeks raised a concern about the timing of the raffle and the potential impact it would have on other local raffles.
- Dr. Weeks asked that the issue be tabled and further discussed by the Development Committee.

Finance Committee

- Mr. Leone reported on the Finance Committee's most-recent meeting and that the School received the finalized budget from the Diocesan.
- Mr. Leone also wanted to acknowledge Ms. Martinez on her hard work for the gala.
- Mr. Leone reported that SCC has also been recognized by the Diocesan for its fiscal responsibility and financial planning.
- Ms. Stauffer asked if the School had a teacher endowment fund, to which Mr. Leone noted there is not.

Facilities Committee

- The Facilities Committee did not meet since the last board meeting.

Financial Aid Committee

- The Financial Committee did not meet since the last board meeting.

Strategic Plan Committee

- Mrs. Martinez reported that the Strategic Plan Committee did not meet since the last board meeting.

Mission Enhancement Committee

- Dr. Weeks reported on the Mission Enhancement Committee's most-recent meeting. Principal Lombard noted that the Mission Statement and tag line were shared with staff and that their response was positive.
- Dr. Weeks reported that the Committee also continued its discussions in increasing student involvement in local Parishes and the Committee's belief that it would be helpful if SCC students were more identifiable to Parishioners and that one potential way to do that would be to have SCC students speak during Catholic Schools Week.

Enrollment Committee

- Mr. Naughton reported on the November Open House and the overall success of the event.
- Mr. Naughton reported that the Open House was well staffed and that everyone involved did a great job. He thanked the Board Members who showed up to Open House.

- Everyone at the meeting who attended the Open House believed that it was a successful event.
- The next Open House is scheduled for March.

Nominating Committee

- There are several Board members who have individuals they believe would be a good fit for the three positions that will be open at the conclusion of this school year.
- Mr. Naughton expressed his belief that the entire Board should be involved in the selection process.
- It was agreed that any names of individuals who would be interested in joining the Board would be provided to Mr. Leone.

School Liaisons

- Mr. Leone reported that he attended SMSA's December meeting. Mr. Pizzigrillo was at the meeting because of the concern that SMSA will continue to not have enough board members. Mr. Leone reported that the Diocesan will be distributing a board manual in the spring relating to best practices. SMSA is also looking for individuals to work for their Camp Kerry after-school program. SMSA also issued their winter letter campaign, which generated approximately \$10,000.00 thus far. Five SMSA students also visited SCC's Open House in November and 4 SMSA students spent a day at SCC.
- No report was given for St. Clements.
- Dr. Weeks reported that he had attended St. Mary's in Ballston Spa's board meeting. St. Mary's board discussed their IOWA result. Dr. Weeks also reported that St. Mary's has an active PTO that assists in fundraising for the school.

Dr. Weeks also addressed the Board Survey results. He reported that a significant number of members felt they were provided with sufficient student information and data. Mr. Lombard noted he would have staff come into a Board meeting to discuss the Regents results. Dr. Weeks also reported that members wanted to have more discussions regarding academic information and the School's related-priorities and wanted more mentorship upon becoming a new Board member.

Ms. Stauffer also raised a question to Mr. Lombard regarding the student ranking process and the Board discussed how different courses could affect the ranking.

At approximately 8:46p.m., the meeting was adjourned with a prayer offered by Fr. Tom.