

Saratoga Central Catholic School
Minutes of the Meeting of the Board of Trustees held on February 11, 2016
6:30 pm

Members in Attendance:

Stan Weeks, Chairman
Mary Gavin, Secretary
Lew Benton
Fr. Tom Chevalier
Fran Dingeman
Jerry Leone
Dawn Martinez
Dan Shea
Becky Stauffer
L. Stephen Lombard, Principal

Other Attendees: **Mr. Dennis Ostrowski, SCC Director of Educational Technology**
 Thomas Gould (arrived at 7:40 pm)

The meeting was called to order by Dr. Weeks.

Fr. Tom offered an opening prayer. Dr. Weeks asked the board to keep Kathy Carson, Bridget Holmes, and Ms. Izzo's mother in our prayers. Mrs. Stauffer asked that we also pray for Judy Farone, a retired St. Clement's teacher who passed away recently.

Mr. Shea moved to approve the minutes of the January 14, 2016 meeting. Mr. Leone seconded the motion and it was unanimously approved.

Mr. Lombard introduced Mr. Ostrowski, who presented an overview of the results of our students' IOWA testing, NYS ELA and Math testing, and NYS Regents exams and a discussion of how that material is reviewed with our teachers.

The board expressed that in the future they would like an in-service on common core math so that board members can better understand common core math.

State of the School Report was presented by Mr. Lombard

- Mr. Lombard reported that current enrollment is 251 (down 1 from prior month)
- Mr. Lombard reported on tuition in arrears
- Mr. Lombard reported that 32 of our seniors have received college acceptance letters, together with more than \$8 million in merit scholarships
- Enrollment applications for next year are strong and above what we had last year at this time.
- Mr. Lombard reported on the new "Power Lunch" series to be held for 7th grade girls
- Mr. Lombard reported on the Catholic Schools week activities, and reported that donations raised that week were shared among St. Peter's outreach, Shelters of Saratoga, and the Mollie Wilmot Radiation Oncology Center at Saratoga Hospital.
- Mr. Lombard reported that we had students speak at masses, volunteer at the Winter Gala, sing at the Siena game, and participate in the Catholic Schools mass at the Diocese.
- Mr. Lombard reported that the State of the School address was presented last week. A copy was provided to Mr. Pizzingrillo.

- Mr. Lombard reported that the trip to Washington DC for the March for Life was canceled due to the inclement weather in Washington DC
- The re-registration packages were sent out on January 23rd. Paperwork for re-registration is available on the school's website.
- Mr. Lombard expressed sincere gratitude to Mrs. Martinez and the gala committee for the exceptional job they did on the Winter Gala.
- Advanced Ed accreditation is progressing well
- Mr. Tarkleson has resigned her position to accept a job at a school in the Scotia area. Mrs. Guarnieri will assist with this position for the balance of the school year. Mr. Benton asked that a copy of the Development Director's job description be included with the minutes of this meeting when they are distributed.

Development Committee

- Mr. Benton reported that the committee met on February 8
- At that meeting the Director of Development submitted a report
- The Golf Tournament is scheduled for May 27
- The tuition raffle is proceeding and will begin on March 1.
- The Brooks BBQ is not being held this year
- Mr. Benton reported on the planned alumni appeal. The letter to the alumni will be mailed the week of February 22nd.
- Diocesan Dash is Saturday, May 14th
- Beacon of Hope Ball is to be held April 22nd at Albany Country Club.
- The administration submitted an application to the Stewart's Holiday Match for a smartboard for the guidance department
- The Development Committee is investigating the potential for applying for a capital grant from the Rotary Club
- Mrs. Martinez presented the final income and expense statement from the Winter Gala. Mr. Lombard reported that the faculty met as a group to hear the results of the "Wish Wall" and were excited by and grateful for the items they will receive.

Finance Committee

- Dr. Weeks reported that the Finance Committee met to review the income statement through January and the forecast for the balance of the year.
- Dr. Weeks reported that the committee made a review of the Club Accounts and had no questions or concerns about balances
- Dr. Weeks reported that the committee agreed unanimously to ask the board to approve an increase in tuition of \$300 for the 2016-2017 academic year. Ms. Gavin made a motion to increase the tuition by \$300. The motion was seconded by Mr. Leone and unanimously approved.
- Dr. Weeks reported that Mr. Lombard was asked to obtain pricing for replacements for front doors, lockers and bleachers.

Facilities Committee

- Mr. Shea reported that the part-time cleaner hired for evenings did not work out, which causes Mr. D'Ambro to do more janitorial than maintenance work.
- Sidewalks will be treated during warm weather to prevent damage from salt
- Locker options are being investigated
- The STEM classes have requested additional electrical outlets for the building
- Skidmore has agreed to donate window air conditioners to us

Financial Aid Committee

- Ms. Gavin reported that the committee has not met since our last board meeting.

Strategic Plan Committee

- Mrs. Martinez reported that the Strategic Plan Committee met last on January 11th and that the plan is having minor adjustments.
- Mr. Pizzingrillo is reviewing the plan with regard to the school's Catholic Identity
- The committee agreed to put the Plan on the school's website

Mission Enhancement Committee

- Dr. Weeks reported that the committee discussed in depth the school's Catholic Identity.
- Dr. Weeks reported that students did an excellent job speaking at our parishes during Catholic School's week
- Dr. Weeks reported that the committee is seeking to plan and organize a significant event to engage our community in mission enhancement.

Enrollment Committee

- Mr. Naughton was not present, but his report was circulated to the board in advance of this meeting.
- Mr. Lombard reported that Coach Lambert provided the committee with information on athletic recruiting, and that information was well-received.
- Mr. Lombard also emphasized that there will be a forum at Siena College in July for enrollment management teams

Nominating Committee

- Mr. Leone distributed a list of potential board members that had been submitted by other board members. He asked that the board review the list and offer any information they might have about the suggested individuals.

School Liaisons

- Mr. Leone attended the SMSA February meeting. The principal provided a State of the School letter in lieu of a meeting. Open house was successful. "Month of Possibilities" Raffle was very successful. Harley Davidson Raffle is underway. Development holiday letter was very successful.
- Ms. Gavin reported that she attended the St. Clement's meeting. Advanced Ed goals are on track. Tuition evaluation underway. Considering a penalty for late re-registrants, to streamline the registration process. The Spring Ball is Friday, May 13th at Saratoga National.
- Mr. Lombard reported that he attended the St. Mary's board meeting. There was some facilities discussion, re-enrollment process is beginning, tuition raffle raised significant amount of money for the school. Lots of PTO events planned. Save the date for their gala on March 5th and their golf outing for May 6th.

At 8: 40 p.m., the meeting was adjourned with a prayer offered by Fr. Tom.

The next board meeting is scheduled for Thursday, March 17th at 6:30 p.m.