

Saratoga Central Catholic School
Minutes of the Meeting of the Board of Trustees held on January 16, 2014

Attendees: Stan Weeks, Chairman
Jerry Leone, Vice Chairman
Mary Gavin, Secretary
Lew Benton
Kathy Carson
Tom Gould
Fr. Dominic Ingemie
Michael Naughton
Stephen Lombard, Principal
Sandy Tarkelson, Director of Development

Guests: Gregg Perry, parent of 9th grade student
Chuck Brower, parent of 9th grade student
Marie Brower, parent of 9th grade student
Francine Apy, parent of 6th grade student
Lisa Vitiello, parent of 7th grade student
Alphonse Lambert, teacher/coach

- The meeting was called to order by Dr. Weeks.
- Dr. Weeks offered a prayer.
- Mr. Gould made a motion to approve the minutes of the January meeting. The motion was seconded by Mr. Benton and unanimously approved.

Discussion with Guests regarding Code Blue program at St. Peter's Parish Center.

Mr. Perry asked for a description of the security measures taken at the Parish Center with regard to the Code Blue program. Mrs. Brower expressed that she felt the front door of the school should be manned in the morning to enhance the benefits of the new security system at the school. She asked about the coordination of the Code Blue program with the arts programs that are held in the Parish Center. Mrs. Vitiello expressed the concern about the proximity of the Code Blue shelter to the school. Mrs. Apy expressed that she thought the school should have made parents aware of the Code Blue Program through a formal school communication.

Fr. Ingemie reported that the Parish Center has committed to the Code Blue Program only through March 15, 2014. There is no expectation that the Program will be continued at the Parish Center next year. Mr. Lombard and Fr. Ingemie responded to the concerns of the parents and Fr. Ingemie agreed to bring concerns to the Code Blue Core Committee at his meeting with the Mayor and that committee on Friday, January 17th. Dr. Weeks advised that after Fr. Ingemie meets with the Core Committee, Mr. Lombard, Dr. Weeks and Fr. Ingemie will meet, discuss the outcome of that meeting and send a communication to school families.

Advancement/Development Committee Report

- Dr. Weeks reported that the Advancement/Development Committee met on December 9th to discuss fundraising plans and future activities.

- Ms. Gavin described the book buy-back program which will be used to develop a library for Ms. Crowther, while also raising money for the Senior Class treasury.
- Mrs. Tarkleson reported Winter Gala progress.
- Mrs. Tarkelson reported that the alumni database is being prepared for conversion to the new Raiser's Edge software.

The Capital Campaign report was given by Mr. Gould

- Mr. Gould reported that no January meeting was held, and that he suggests the committee will meet again in March.

The Mission Enhancement Committee report was given by Mr. Naughton

- Mr. Naughton reported that he and Mrs. Bailey have discussed historic and future planning for enrollment enhancement.
- Mr. Naughton reported that Mrs. McHale and Mrs. Fornabia will lead in obtaining student speakers at Mass for Catholic Schools Week.
- No meetings have been held since the last school board meeting, but there is a meeting on 1/21. During that meeting Mr. Naughton expects that the committee will review the program for increasing development.
- Mr. Naughton reported that Mr. Welcome and Mr. Ostrowski are working together to create a Workbook database.
- At half-time of tomorrow night's (1/17) varsity home game there will be a game between St. Clement's and St. Mary's of Ballston Spa.

The Facilities Committee

- No meeting was held and Mr. Shea was not present, so no report was provided.

The Finance Committee report was presented by Mr. Gould

- Mr. Gould reported on the school's cash flows.
- Mr. Gould presented a proposal for a tuition increase for the 2014- 2015 school year. This increase would permit us to cover salaries and fringe benefits with our tuition and fees, which has been a goal of the committee.
- Mr. Gould reported that the committee hopes to receive a draft budget for the 2014- 2015 school year by May.

A motion was made by Mr. Gould to increase tuition for the middle school to \$5,450 and the high school to \$7,550 for the 2014-15 school year, and that the financial aid budget for the next school year be established at \$120,000. Ms. Carson seconded the motion. The motion was unanimously approved.

The Financial Aid Committee did not meet and does not anticipate meeting until March. Mr. Gould asked for volunteers. Ms. Gavin volunteered. Mr. Gould will recruit another volunteer by contacting the other members of the board by email.

School Liaison Reports:

- Mr. Leone left the meeting early, so no report was provided.
- Tom Gould reported that the St. Clement's board agreed to attend our February board meeting. After discussion, that joint meeting was canceled due to conflict with an open

house at SCC that night. It was then agreed to move the Board meeting to 5:30 on February 27.

- Mr. Shea was not present, so no report was given.

Mr. Gould will contact the feeder schools with a date for a joint meeting/social event. We will target the first weeks of March.

Mr. Lombard reminded the board that the Beacon of Hope ball is being held on March 8th. SCC will have a table at the event and will provide a silent auction item. Ms. Gavin will arrange for the silent auction item.

Principal's Report:

- Mr. Lombard presented an enrollment report. Current enrollment is 219 students. As of February 1, we will be at 221. Two other applications are in process.
- We have received 6 applications for next year.
- Mr. Lombard reported that a decision on standardized testing will be provided by the Diocese shortly. Mr. Lombard will send a communication to the parents of our students reporting that decision once it is made.
- The diocese has passed a policy that all families must be registered with a tuition management service (FACTS), regardless of the payment plan of the individual families.
- SCC is eligible for some limited state support for school safety projects. The amount available is minimal, but will be used to enhance security.
- Mr. Lombard reminded the board of the Phonathon on February 9, 10 and 11 and asked for board participation in making calls.

Tuition Credit and Tuition Guarantee programs. The Board discussed the Board's jurisdiction with regards to school policies, and it was agreed that we would address this item at the next Board meeting. The Mission Enhancement Committee was asked to review these two proposed programs and report their recommendations to the Board at the February meeting.

Dr. Weeks presented a request regarding board committee titling that he sent to Superintendent Pizzingrillo.

Dr. Weeks distributed a summary of Board Objectives for 2013-14 for review and discussion at the next meeting.

Fr. Ingemie offered a closing prayer.

There being no further business, the meeting was adjourned at 9:10 pm.

Future Meeting dates:

February 27, 2014 (5:30 pm)

March 27, 2014

April 24, 2014

May 15, 2014

June 19, 2014