

Saratoga Central Catholic School
Minutes of the Meeting of the Board of Trustees held on January 14, 2016
6:30 pm

Members in Attendance:

Stan Weeks, Chairman
Mike Naughton, Vice 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: **Margot Barnes, Director of Guidance**
Thomas Gould

The meeting was called to order by Dr. Weeks.

Fr. Tom offered an opening prayer. Board members were asked to keep Kathy Carson in their prayers.

Mr. Naughton moved to approve the minutes of the December 10' 2015 meeting. Mrs. Stauffer seconded the motion and it was unanimously approved.

Mr. Lombard introduced Margot Barnes, the Director of Guidance at SCC. Mrs. Barnes reviewed the grading, report card, and class ranking process used at SCC.

State of the School Report was presented by Mr. Lombard

- Mr. Lombard reported that current enrollment is 252 (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 \$7 million in merit scholarships
- Enrollment applications for next year are strong. The spend-a-day program has been successful
- Mr. Lombard reported that the Christmas pot luck performance for 6th and 7th graders was a success
- Mr. Lombard reported that Mr. Ostrowski will present to the board next month on the Iowa/CogAT testing
- Mr. Lombard reported that the administration and faculty continue to discuss block scheduling as an option for the future
- Mr. Lombard reported that he and Dr. Weeks attended a forum where the guest speaker was the New York State Commissioner of Education
- The boys' basketball tournament held over Christmas break was successful. Mr. Naughton noted that the Elks were very helpful with the tournament and expressed appreciation for them.
- Students will be attending the March for Life in Washington DC on Saturday, January 23. The Knights of Columbus donated the cost of transportation for our students. Mr. Lombard expressed his appreciation for the Knights' generosity.

Development Committee

- Mr. Benton reported that the committee met on January 13.
- At that meeting the Director of Development submitted a report, including a summary of bids for the AEDs
- Mrs. Martinez reported on the gala progress. Underwriting is at approximately \$65,000, there are 201 reservations, 32 silent auction and 15 live auction items and raffles are expected. Mrs. Martinez reported that expenses are running as expected.
- Mr. Benton reported on the planned alumni appeal
- Mr. Benton reported that the committee discussed the proposal for a tuition raffle which would offer free tuition to a student. Up to 200 raffle tickets would be \$100 each and each student would be encouraged to sell two tickets. Drawing would be held at the awards banquet. All proceeds would be used to supplement the financial aid

budget. Mr. Benton reported that the committee recommends to the board that the tuition raffle be approved.

Finance Committee

- **Dr. Weeks reported that the Finance Committee met to review the income statement through December 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 hopes to bring the tuition increase proposal for next year to the board at the February full board meeting.**

Facilities Committee

- **Mr. Shea reported that the committee has not yet since the last board meeting.**

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 and that she will circulate minutes shortly.**
- **Mrs. Martinez reported that Mr. Lombard will present a State of the School address on February 20 at 6:30 pm**
- **Mrs. Martinez reported that the Strategic Plan, when complete, will be posted on the school website.**

Mission Enhancement Committee

- **Dr. Weeks reported that the committee discussed in depth the school's Catholic Identity.**
- **Dr. Weeks reported that Mrs. McHale sent out a survey to students so that we can identify how the students can become more involved in their parishes.**

Enrollment Committee

- Mr. Naughton reported that the next meeting will be held on January 27th, at which they will have Athletic Director Lambert discuss recruiting.
- Mr. Naughton reported that there will be an Open House on March 16th at 6:00 pm

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.
- Mr. Lombard and Dr. Weeks both reported that they are soliciting additional names for consideration.
- The goal is to gather a complete list of names by the next meeting.

School Liaisons

- Mr. Leone did not attend the meeting this month.
- Ms. Gavin reported that she attended the St. Clement's meeting on November 17. Enrollment at 298, down 1 from the prior month. Advanced Ed goals are on track. Tuition evaluation underway. Considering a penalty for late re-registrants, to streamline the registration process. The Spring Ball has a chairwoman (Danielle Kinowski) and will be held on Friday, May 13th at Saratoga National under the tent. Ann O'Toole was elected new school board president.
- Dr. Weeks will attend the St. Mary's of Ballston Spa meeting later this month.

Dr. Weeks circulated a summary of the comments provided from the recent board survey.

Dr. Weeks recommended that the board place a congratulatory ad in the 2016 Yearbook. The board agreed and a collection was made to fund the ad's cost.

The board discussed advertising in church bulletins in the Adirondack Vicariate. The Enrollment Committee will investigate the potential for these ads and report back to the board.

Mr. Gould reported that the Diocesan Office is interested in seeing a discussion of vocations as part of the development and enhancement of our Catholic Identity. Mr. Gould reported that the Diocese will issue a new board manual shortly.

At 8: 30 p.m., the meeting was adjourned with a prayer offered by Fr. Tom

The next board meeting is scheduled for Thursday, February 11th at 6:30 p.m.