

Saratoga Central Catholic School
Board of Trustees
Meeting Minutes
Thursday November 17, 2022

Opening

The regular meeting of the Saratoga Central Catholic School Board was called to order at 5:30pm.

Principal Signor led the opening prayer.

Present

Sandy Blanchard - Chair, Michael Kondratowicz - Vice Chair, Bill Darcy - Secretary, Chris Signor - School Principal, Terill Brown, Jeff Pompa, Dan Kumlander.

Present via Zoom / Phone - Lisa Moser, Nikki Hartman.

Absent - Fr. James Ebert.

Approval of Minutes

A motion was made to approve the October 18, 2022 meeting minutes by Michael Kondratowicz and seconded by Terill Brown.

State of the School Report: (Chris Signor, Principal)

- Current enrollment at 181 students.
- A Historical Enrollment Report for the Academic Years 2013/14 - 2022/23 was presented. This report indicates an enrollment peak in calendar year 2016 (splits 2 academic years) and a steady downward trend to the current 181 students enrolled. Efforts as discussed previously, are all being made to reverse this trend. This report also shows that the “typical” enrollment peak at grades 6 and 9, at the start of middle school and high school is still trending, with enrollment for grade 6 at 23 students and grade 9 at 33 students.
- Butler, Rowland, Mays Architects LLP. has presented a final services authorization with a fee schedule for the roof replacement project. Prior to proceeding, it has been decided that a meeting between Principal Signor and the Parish of St. Peter will take place to discuss the real property arrangements and Capital projects responsibilities.
- The Albany Diocese has partnered with the Circle of Grace partner website www.cogpartners.org. A username and password is currently available to students, families, faculty and staff to access this site. Principal Signor has presented to the Board, an overview of the organization's objectives and curriculum for all grades, from preschool thru grade 12.
- Lisa Moser and Principal Signor met recently with the Mayor and Deputy Mayor to discuss traffic flow options related to the newly formed homeless shelter that is adjacent

to the school grounds. Plans include putting a fence between the shelter and the athletic field. These plans are going before the City Engineer - updates will follow.

Committee Reports

Advancement and Development - (Lisa Moser)

- The new date for this year's Winter Gala will be Thursday February 9, 2023. The event will take place at the Saratoga National Golf Club. This is a change from the previously announced January 2023 date slated for the Holiday Inn. Auction items are needed and all are encouraged to donate.
- The 2023 / 2024 Gala will be held in the fall of 2023.
- The Honors Assembly will be returning in May!

Enrollment and Retention - (Nikki Hartmann)

- There will be a brief meeting of this committee in December as the committee is taking shape and ready to move forward. This committee's January 2023 meeting will be their first "official" meeting.
- The Nov. 2, 2022 Open House was successful - 15 families attended with a potential for 16 new students. Teachers gave presentations in both High School and Middle School Math, Tech, and Drama as well as middle school Science. Student Ambassadors led the evening!
- Entrance Exams are Dec. 3, 2022. Tours of the school, led by Student Ambassadors, will be offered to parents while they wait for their children. Exam information is available on the SCC website via pop up link.
- A newly created document defining the Enrollment Committees make up and roll as a Board led committee has been distributed.
- Two faculty members and one parent have currently agreed to serve on the committee - they are Molly Green, Pat Douglas and Rachel Hajos..

Facilities - (Bill Darcy)

- Bill Darcy will arrange a meeting with Principal Signor and Fr. Tom Chevalier at the Church of St. Peter to discuss real property arrangements and Capital projects responsibilities as related to the current plans for a roof replacement and all Capital Projects planning moving forward.

Mission Enhancement - (Terill Brown)

- Committee faculty would like to see a greater emphasis on Bible study and possibly an Honors Theology plan for the school curriculum. A discussion regarding how this will balance with the mission of traditional Catholic Liberal Education has begun between the school administration and faculty as well as with Board members.

Finance and Financial Aid (Mike Kondratowicz)

- A year to date review of current expenditures was conducted and is generally good. A budget deficit is still anticipated. A new health plan will bring cost savings to both the school and its staff and faculty beginning January 1.
- Heating system repairs climbed with the need for a new hot water boiler.
- Roof replacement will be further reviewed in a meeting between the SCC administration and the Church of St. Peter regarding the real property arrangements and Capital projects responsibilities.
- The Employee Tuition Discount is being looked at for a possible increase in benefit to employees in an effort to retain quality and experienced faculty. The enhanced benefit vs. the current balance sheet needs to be considered. There is a discrepancy in this discount through the diocese.
- Tuition in arrears collection efforts are continuing. There have been some problems associated with tuition collection with some families having automatic withdrawals while others seem to be expecting to be invoiced. Efforts to rectify this situation have begun.

Nominations

- There were no BOT nominations - nominations for new Board members will resume after the holidays when the makeup of new members can be better assessed.

New Business **No new business.**

Old Business: Grant opportunities, energy and otherwise, being looked at to offset expenses.

Adjournment

- Meeting was adjourned at 6:50pm.
- Principal Signor led the closing prayer.