

## **Saratoga Central Catholic School Board**

Meeting Minutes  
Wednesday, April 27, 2022

### **Opening:**

The regular meeting of the Saratoga Central Catholic School Board was called to order at 5:05pm on Wednesday, April 27, 2022 by Chairperson Mary Fornabia. Fr. James gave the opening prayer. The meeting took place in person - Lisa Mosher joined via conference phone.

### **Present:**

Mary Fornabia-Chair, Michael Kondratowicz - Vice Chair, Joseph Kilmade - Principal, Father James Ebert, Jeff Pompa, Lisa Moser (via conference phone) , Terrill Brown, Bill Darcy.

### **Absent:**

Sandy Blanchard

### **Approval Of Minutes:**

A motion was made to accept the March 30, 2022 minutes by Mike Kondratowicz and was seconded by Terrill Brown.

### **Introduction of Guests:**

There were no guests present at the meeting.

### **State of the School Report: Joseph Kilmade, School Principal:**

- Enrollment is currently 208 students.
- 169 Enrollment Applications are currently in progress. New digital application process is being utilized.
- There are 26 new students' applications under consideration - of these 26 students, 7 are 6th graders.
- Notable dates...
  - Prom - 6/4/22.
  - Last day of school for seniors - 6/10/22
  - Last day of school for all other grades - 6/14/22
  - NYS Regents Testing - 6/15 - 6/24.
  - Baccalaureate Mass - 6/23/22.
  - Graduation - 6/24/22.
- Custodial contract will be renegotiated / restructured ASAP. Employee/s vs. Vendor model still being considered.

## Committee Reports:

- A. Advancement and Development: (Mary Fornabia)
  - a. Golf Tournament is scheduled for the Friday of Memorial Day Weekend, May 27, 2022. Sponsorship drive is going well with additional sponsors anticipated.
  - b. An online and print appeal to Alumni will follow in the coming weeks.
  
- B. Enrollment:                      No Minutes.
  
- C. Facilities:
  - a. Balance of Heating System Work will be partially funded by the diocese provided that the school put up the first \$15K toward the balance of the work. With this, work can be scheduled immediately so as to be completed and ready for the fall 2022 heating season.
  - b. Custodial contract will be renegotiated / restructured ASAP. Employee/s vs. Vendor model still being considered.
  - c. Roof leaks to be repaired within the coming weeks.
  - d. Bill Darcy will contact Steve Rowland regarding the preliminary design documentation that Steve prepared for the roof and window replacement with a goal of having something to present publicly for project support by the beginning of the new academic year.
  - e. FR. James suggested that the Diocesan Investment Loan Trust (DILT) be researched as a funding source for the roof and window Capital Project.
  - f. New bandwidth project is progressing.
  - g. Bus routes and vehicle plans for the new school year are being finalized. One bus and two smaller vehicles (non CDL required) will be secured. The South route will be eliminated and a firm cost structure for use of the north route will be implemented.
  
- D. Mission Enhancement:
  - a. Fr. Kyle has been in school once a week meeting with students, available for confession, etc.

**E. Finance and Financial Aid:**

- a. Utility costs are currently over budget due to inflation and energy costs.
- b. Guidance is over budget due to having a substitute guidance counselor covering maternity leave.
- c. Cleaning services are over budget.
- d. Fundraising revenue is under budget.
- e. Additional Guidance Counselor services are still being considered. Cost would be covered by staff adjustments and associated cost savings going into the 2022 - 2023 school year.
- f. There is still tuition in arrears. Mr. Kilmade will speak with the families that are in arrears.
- g. Financial Aid opportunities should be made to families in mid May - we are currently waiting for the awarding of the Beacon of Hope, Lally and Cabrini scholarships.
- h. Contingency funding for the balance of the heating system work will continue.

**New Business:**

- Lisa Moser is speaking with local Law Enforcement regarding an offer of an Internet Safety Training for both students and parents.
- Laurie Tomita has resigned from the SCC BOT.

**Old Business: No Old Business.**

**Meeting Adjourned:**

- Meeting was adjourned at 6pm. Fr. James gave the closing prayer. The Board went into Executive Session.

**Minutes submitted by Bill Darcy.**