

# **Saratoga Central Catholic School Board**

## **Meeting Minutes**

Wednesday, September 29, 2021

### **Opening**

The regular meeting of the Saratoga Central Catholic School Board was called to order at 5:00 on Wednesday, September 29, 2021 by Chairperson Mary Fornabia. Fr. James gave the opening prayer. The meeting took place in person.

### **Present**

Mary Fornabia-Chair, Michael Kondratowicz,-Vice Chair, Sandy Blanchard, Laurie Tomita, Terrill Brown, Bill Darcy, Jeff Pompa, Fr. James, and Joseph Kilmade, school principal

### **Absent**

Lisa Moser

### **Approval of Minutes**

A motion was made to accept the June 30, 2021 meeting minutes by Terrill Brown and was seconded by Mike Kondratowicz. Minutes were unanimously approved.

### **Introduction of Guests**

School Board members introduced themselves to each other. No guests were present at the meeting

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

- School enrollment is strong. 204 students currently attending with 3 more in process.
- Welcomed 3 international students to the school community
- Staffing is also strong. Part time technology teacher is the only current opening
- Utilization of Parish Center space for four teachers and classrooms
- Working through health and safety issues related to COVID. Plans in place to offer remote options for student's needing to quarantine.
- School will be working through Diocese accreditation process over the next month. Visits to the school will be taking place as well.

### **Committee Reports**

Advancement/Development (Mary Fornabia):

- Winter Gala and the spring Golf Tournament are our two largest fundraisers of the school year
- Due to lingering pandemic concerns, decision has been made to have the Gala follow a virtual format. 50/50 raffle and sponsorships will take place.

#### Enrollment (Sandy Blanchard):

- Discussion are taking place to determine the best function for this year's enrollment committee
- A school sanctioned, parent run SPIRIT committee has been formed to provide positive social interactions for our families.

#### Facilities (Bill Darcy):

- Bill Englert is the new maintenance director for the school.
- A formal agreement will be worked up between the parish and the school to ensure that the improvements made to the Parish Center benefit all appropriately.
- Campus wide IT work will be completed to update the technology infrastructure as well as connect the two buildings.
- Plans are moving along for the renovations of the existing school kitchen, creating a faculty room and student common space
- Discussions on a possible Capital Project to update schools' windows, roof, and bathrooms are taking place
- Jeff Pompa will be joining the Facilities Committee

#### Mission Enhancement (Fr. James):

- Fr. James and Rebecca Cronin will connect to discuss school activities.
- Student Retreats are planned and have begun
- School will work to balance student fundraising with efforts to give back to the community at large.
- Mr. Kilmade will report back on what the students volunteer obligations will be this school year.

#### Finance and Financial Aid (Michael Kondratowicz):

- Mike gave an overview of the Finance Committee's role and described the smaller Financial Aid sub-committee
- Finance Committee meets monthly. Review of financial statements take place at that time

- Potential for EANS funding is being investigated
- Substantial amount of tuition in arrears has been collected
- Committee members in addition to Mike for 21-22 are Mary Fornabia, Lisa Moser, and Laurie Tomita

### **New Business**

- Nominations for new members will be left on the agenda for each meeting

### **Old Business**

- Meeting date for February 2022 is 2/16 rather than 2/23

### **Adjournment**

Meeting was adjourned at 7:40 by Chairperson Mary Fornabia and a closing prayer was given by Joe Kilmade.

Minutes submitted by: Sandy Blanchard