

Saratoga Central Catholic School
Minutes of the Board of Trustees
January 29,2020

Members in Attendance:

Dawn Martinez, Board Chair
Mary Fornabia, Secretary
Megan Hennessey
Becky Stauffer
Peter Hart
Father Tom Chevalier
Christian Mathiesen, DMD
Laurie Tomita
Mike Kondratowicz, Interim Principal

Absent: Fran Dingeman, Vice Chair

Diocesan Board Liaison: Carolyn Kelly

Board Chair Dawn Martinez called the meeting to order at 5:08pm.
Fr. Chevalier offered an opening prayer.

Approval of Minutes: Peter Hart made a motion to approve the December 2019, Board Meeting Minutes and Megan Hennessey, seconded the motion. All members present voted in favor unanimously.

Introduction of New Board Member -Laurie Tomita:

Welcome Laurie Tomita our newest board member. We look forward to working with you and are pleased to have you on the Board of Trustees!

State of the School Report: (Principal Kondratowicz)

1. Enrollment stands at 192.
2. Regents Exams were January 21-24th. All four Catholic high schools paid for Education Vista, Inc. in the grading of these regents exams.

We are trying this out as a “pilot project” which will allow for teachers to not have to do the grading.

3. March For Life in Washington D.C., January 24, 2020. A group of parents and students participated in this eventful day.
4. Catholic Schools Week: January 26-February 1, 2020. Many activities took place at our school. The week started with Mass at the Immaculate Conception in Albany. Our students participated as readers, greeters, and presentation of the gifts. Mr. Zenowich was honored with the St. Elizabeth Ann Seton Distinguished Secondary School Teacher Award. Coach Lambert was awarded with 30 years of service and Mr. Ostrowski with 40 years of service. The week continued with “Dress Down Days”, raising money for our local shelters. The week also included our Annual Quiz Bowl with our local elementary schools, (St. Clement’s and St. Mary’s Ballston Spa) participating. It was a very exciting and fun week.

Committee Reports

Enrollment Committee (M. Fornabia, A. Campbell, H. Bott)

1. Members were encouraged to sell raffle tickets for the upcoming Winter Gala.
2. Upcoming play at St. Clement’s on 1-17-20, looking for a volunteer to cover an information table
3. Catholic Schools week. An information table will be set up in our lobby sharing our schools information.
4. Mentor Program: Ellen Bailey would like to have this up and running by February 2020. A discussion was had about having a sub committee for this program.
5. Screencast-O-Matic: Jeanne Cousineau shared some information about this software program and how it could be utilized when new families become part of the school.
6. Mid-Year Climate Survey: This is scheduled to go out to families in February.
7. Chowderfest: Cancelled! We will look to participate next year and start planning much earlier.

8. Spring Open House: March 19, 2020 5:30-7:30pm. A discussion was had about the advertising of this via our “yard signs”. Additionally, there will be a story in the Saratoga Today.
9. Website: A sub-committee was discussed to work on the updating our website. Topics of discussion included: how to pay for it, fundraising ideas, what should be included on the website and how it will reach prospective families.
- 10.State of the School Address: February 3, 2020, 6-7:30 pm. The Enrollment Committee will have a table with information to recruit new members.

Advancement/Development (D. Martinez)

Winter Gala Update:

The evening was a huge success with 192 in attendance. We grossed \$130,000, which is an increase of \$25,000. from last year. There was a great deal of positive feedback about the Gala along with the new venue, the live auction and the tribute to Mr. Zenowich on his Secondary School Teacher Award, and upcoming retirement.

Facilities: (P. Hart)

1. Boiler: We do not need a new one. Water tank needs replacing and we are getting quotes. Steam traps can be repaired by Paul and done over a period of time. This will save the school money.
2. Roof: if a leak appears Paul is able to patch it.
3. Gym/Facilities rentals: a cleaning person was hired to work after tournaments in the gym on weekends. Rentals forms topic was put on hold until Coach Lambert could be present at the meeting.
4. Hamilton Street Field: Unclear on the status.
5. Tim Wall (parent): He has a fleet of trucks and he offered to donate one to the school. It would need some work (some that Paul could do and some that would require to be done by a mechanical shop). The question came up of how to pay for this and the registration and insurance.

Finance: (M.Hennessey)

1. Review of comparative balance sheet and comparative income statement
2. Established new tuition rates for the 2020-21 school year.
 - a. Middle School tuition \$7,100 (rate increase of 4%)
 - b. High School tuition \$9,450 (rate increase of 4%)
3. Established discounts and discount rates for the 2020-2021 school year.
4. Review financial aid schedule
5. Review and purchase/expense request is in place.

Additional Agenda Items:

Old Business:

- 1- State of the School Address 2/3/20 at 6:00pm.

New Business:

- 1-Policy 1900 Presentation to the Diocesan School Board was on 1/14/20. It was very well received and a great presentation by Mr. Kondratowicz.
- 2- Beacon of Hope Gala 1-29-10 at 6:00pm
- 3- Leap of Faith: a Beacon of Hope Fundraiser. If 29 families from each diocesan school donate \$29, we will raise \$16,820 for the Beacon of Hope Scholarships which provides students from financially struggling families with tuition assistance. Additionally, Stuyvesant Plaza will match donations up to \$15,000. For a possible grand total of \$31,820 for our students.

Closing Prayer : led by Father Chevalier that concluded the meeting at 6:30pm.

Executive Session: Requested

Next Meeting: Wednesday February 26, 2020 @5pm