

## **Saratoga Central Catholic School**

### **Board of Trustees Meeting Wednesday, November 18, 2020**

The Saratoga Central Catholic School Board of Trustees met via ZOOM on Wednesday, November 18. Those in attendance included Chairperson Dawn Martinez, co-chair Mary Fornabia, Rev. Thomas Chevalier, Laurie Tomita, Francine Dingeman, Becky Stauffer, Terrill Brown, Christian Mathiesen DMD, Michael Kondratowicz, new board member Sandra Blanchard, school principal Joseph Kilmade and Enrollment Committee chair Katie Dunne.

Chairperson Dawn Martinez called the meeting to order at 5:03 PM. A motion to accept the minutes of the October 28 board meeting was offered by Mary Fornabia, seconded by Laurie Tomita and approved by the full board. Board members then introduced themselves to new member Sandra Blanchard.

Enrollment Committee chair Katie Dunne gave a report on committee activities.

Ashley Campbell of the Retention Team will be reaching out to new families.

A virtual Open House took place on November 17 and consisted of a 20 minute video to welcome current families.

The committee is working on a virtual 'meet the teachers' night.

A more comprehensive virtual Open House is being planned for Catholic Schools Week in early February 2021.

Another Career Day is being considered for April, 2021.

Joseph Kilmade gave the Principal's Report.

New computers for faculty members will be arriving after Thanksgiving.

Mr. Kilmade met with other diocesan principals and discussed the need to maintain a five day a week academic in-person schedule.

The SCCS sixth grade was quarantined for two weeks due to a COVID 19 exposure.

Planning for a possible switch to remote learning for all students in the event of a worsening COVID 19 situation is taking place with a focus on values

such as academic integrity, participation, emotional health, community building and expectations.

Mock Trial preparations, student council meetings and basketball practice will be starting in the near future. High risk sports are scheduled to start in January with lower risk sports starting in mid December.

Mass is being offered every other week with assigned seating in the bleachers in order to maintain safe social distance.

Enrollment is now 210 students. There are six seats available for the eighth grade, two for the ninth grade and one for the tenth grade.

Mr. Kilmade will be doing a video of day to day school activities. He will interact with students in the video.

Saratoga Today newspaper has an article about increased interest in SCCS due to the five day a week in person learning schedule.

Virtual meetings are being proposed with area parochial grammar schools to recruit future students.

The Advancement/Development committee report was given by Dawn Martinez.

More than \$16,000 has been donated by sponsors of the Gala from previous years. Also, 252 raffle tickets have been sold, including 61 tickets sold by athletic director Alphonse Lambert.

The committee is looking into fundraising activities for the spring.

The Facilities Committee report was given by Mr. Kilmade.

The new cleaning service has met expectations.

The heating system repair is progressing.

Bids are being circulated for updating the safety, heating and plumbing of the Parish Center for use by SCCS students and staff.

Bids are being circulated for winter plowing and shoveling.

Planned renovation of the base floor of the main building will take place over the summer.

The Mission Enhancement report was given by Becky Stauffer.

She stated that in lieu of community service, students may be going to soup kitchens and other such facilities.

The Finance Committee report was given by Michael Kondratowicz.

The committee met on November 16.

Revenues from the cafeteria are down but costs are also down.

The cost of cleaning the building is greater than last year and snow removal is expected to cost approximately \$20,000.

Letters will be sent to families who are not keeping current with their tuition payments. The total amount of tuition in arrears has doubled over the past month.

The athletic program will be limited to varsity and the coaching staff will be reduced which will save on costs.

Increased costs of operation due to COVID 19 can be at least partially offset by new fundraising programs.

Fundraising can be coordinated through the tuition payment platform.

Mr. Kondratowicz had nothing to report regarding the Financial Aid Committee.

Dawn Martinez noted that the Nominations Committee is open to consider any new members for the Board of Trustees.

There was no Old Business for the Board to consider.

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Father Chevalier gave the closing prayer after which the Board went into executive session in order to discuss a legal matter.

Respectfully submitted,

Christian E Mathiesen DMD