

Saratoga Central Catholic School

Board of Trustees Meeting Wednesday, December 16, 2020

The Saratoga Central Catholic School Board of Trustees met via ZOOM on Wednesday, December 16. Those in attendance included Chairperson Dawn Martinez, co-chair Mary Fornabia, Laurie Tomita, Sandra Blanchard, Terrill Brown, Francine Dingeman, Peter Hart, Michael Kondratowicz, Christian Mathiesen DMD, Becky Stauffer and school principal Joseph Kilmade.

Chairperson Dawn Martinez called the meeting to order at 5:00 PM. Joseph Kilmade gave the opening prayer. A motion to accept the minutes of the November 18 Board meeting was offered by Peter Hart, seconded by Laurie Tomita and approved by the full Board.

Joseph Kilmade gave the principal's report.

There have been no new COVID-19 cases since the 6th grade incident. One hundred and forty students have permission to be tested if necessary. Testing will only be required if the region exceeds stated COVID-19 community rates. Costs for each school-wide test would be approximately \$500.

Two students have withdrawn and an additional student will do so after Christmas. Enrollment stands at 210 students and the Middle School is nearly full.

The heating system improvements are proceeding and should be complete by the end of the year.

Two thirds of the newly acquired computers have been distributed to the teachers. A remote learning plan is being prepared to be used if needed.

The building renovation project is on hold while a more comprehensive, phased approach is being considered. The tentative plan includes improving the kitchen in the Parish Center building, removing the existing kitchen from the main school building, converting the weight room to study space and upgrading the Parish Center auditorium and stage. There is also a separate proposal for grant-funded improvements for the Technology and Science wing in the main school building. A lot line adjustment is being negotiated with the owners of the property on the north side of school property.

In the absence of committee chair Katie Dunne, Christian Mathiesen provided a general summary of the December 10 Enrollment Committee meeting.

Families have reacted positively to the Walk and Talk videos, the retention enhancement phone calls and Meet the Teacher efforts.

Surveys are being sent to families on December 14.

Social media marketing campaigns and website improvements are being considered.

Planning is underway for the Open House during Catholic Schools week.

The Advancement/Development committee report was provided by Chair Dawn Martinez.

Sponsorship for the Non-Winter Gala has reached \$45,000. Four hundred thirteen of the 50/50 Raffle Tickets have been sold, leaving 87 tickets still available for the January 31 drawing.

The committee is looking for new ways of raising funds to help support the school.

The Finance Committee report was given by Michael Kondratowicz.

Cafeteria revenues are down but so are cafeteria costs.

The cost of cleaning the school is now approximately \$6,700 per month due to enhanced cleaning methods required in the COVID-19 era. These costs will increase as existing cleaning supplies are exhausted.

Postage expenses have decreased.

The PPP Loan forgiveness status has yet to be determined.

There is a worsening problem with tuition in arrears. The diocese will be sending letters this month. There are concerns about students returning to school while tuition has not been fully paid for previous years.

The school is spending less on transportation because of the COVID-19 limited athletic seasons.

The school's fiscal deficit may be less than originally estimated.

Chair Dawn Martinez, speaking on behalf of the Nominations Committee, asked everyone to make recommendations for new members of the Board.

Mr. Kilmade gave the closing prayer at 5:52 PM. The Board then went into executive session to discuss a legal matter.

Respectfully submitted,

Christian E Mathiesen, DMD