

**Saratoga Central Catholic School
Board of Trustees**

***Meeting Minutes
Wednesday, June 25th, 2025***

Opening

The regular meeting of the Saratoga Central Catholic School Board was called to order at 4:31 pm. Chris Signor led the opening prayer.

Present

Dan Kumlander- Chair, Jeff Pompa – Vice Chair, Chris Signor – School Principal, Trish Dugan - Secretary, Mike Lenz, Rose Place and Steve Benton

Approval of Minutes

Dan Kumlander presented motion to approve May 28, 2025, board minutes prepared by Trish Dugan (Secretary). Rose Place seconded motion. Motion passed by vote.

State of the School Report: (Chris Signor, Principal)

The Holiday Inn is being reviewed as the school's primary evacuation site for insurance purposes. Rose Place made a motion to approve the evacuation site. Trish Dugan seconded motion. Motion passed by vote.

The diocese has been impacted by employees departing from the accounting office. Timing of 25/26 school budget information may be impacted. As of June 15, 2025, contracts for staff are being signed. Annual evaluations are being conducted. Due to the diocese labor shortage teachers are behind schedule signing contracts. We are working with the diocese on enrollment projection numbers to help derive a budget to work off for 25/26 financial decisions. We have an independent budget in place, but it has not been blessed by the diocese which needs to be done to help identify labor costs, which is the largest item of operating expenses on the budget. Once the diocese budget is received, we will have a better grasp on the budget and Dan Kumlander (BOT President) will report on it.

Cognia will be part of the Teacher evaluations and assessments. Stalled grading will be part of it. The handbook clearly states that grading must be entered weekly (5 Days) to enter grades.

Father James Ebert is the new pastor of St. Peter's and St. Clements parishes. As of July 1st, Saratoga Central Catholic School will have direct contact with the parish.

Committee Reports:

a. Advancement and Development (Lisa Moser)

The second annual Oktoberfest will be held on Saturday, September 20, 2025, in the school parking lot. Market Place (Delos's) and Druthers (Martell's) will be donating all the food and beer again. There will be a tent and band at this year's event.

b. Enrollment and Retention (Heather Bott)

There are currently 38 sixth grader applications in process for 25/26. There are still applications being processed for the 25/26 school year. Re-registration is currently being pulled out of FACTS to support enrollment totals. There are 208 students enrolled in the current year.

c. Mission Enhancement (Trish Dugan)

There is a new group of peer ministers being assembled for next year. Peer Ministry is only available to juniors and seniors that have completed the Sacrament of Confirmation or are working on it. Service Club is for all ages. August will begin the planning session for the upcoming school year.

The campus ministry calendar has been completed with retreats and masses for the year. Some changes may occur due to Father James Ebert's schedule. The senior overnight retreat was a success but cold.

d. Finance (Dan Kumlander)

The school is under budget due to the purchase of a new van which used a surplus from prior years ERC (per Dan Jeriman – Diocese finance) and a shortfall of the MTS – NYS Funds. Less these two items' actual results were materially correct to the budget.

Revenue doubled for the lunch program over 23/24. The system is now run through FACTS and is cashless. Net positive result of \$17k of revenue less food costs and salary.

The cafeteria will now be open four hours a day. Under 20 hours per week. Principal Signor met with Sysco Foods and negotiated pricing and computer-generated ordering for 25/26. The school will streamline from ten vendors down to one. Breakfast will be offered daily for the upcoming school year. Breakfast sandwiches, pancakes, muffins, bagels, cereal, etc. The school will be running their own reports and volunteers and sports team food sales will all report through the same account.

The receipt of the James Frye Estate tuition funds in the amount of \$225k will be managed in a separate account. The funds are directed to scholarship assistance.

e. Facilities (Jeff Pompa)

Roof replacement is due to start Monday, June 30th, 2025. Bathroom repairs are still on hold.

f. Nominations (Lisa Moser, Jeff Pompa, Rose Place)

The committee is looking to add one board member, who is a non-parent. The position cannot be a parent due to diocese requirements on parent membership representation already at the maximum. Aidan Lambert will repost the ask on social media school platforms. There is nothing new to report currently.

Additional Agenda Items

- **Old Business:** A meeting will be held to discuss parent involvement. Possibly plan a back-to-school event. Principal Signor reported that the transportation department is running short on drivers.
- **New Business:** SCC Baseball won their first ever New York State Championship. Congratulations to all the players and coaches.

There was a motion to adjourn by Chair, Dan Kumlander, seconded by Rose Place. Motion passed at 5:40. Principal Signor led the closing prayer.