

# **Saratoga Central Catholic School Board**

## **Meeting Minutes**

Wednesday, February 24, 2021

### **Opening**

The regular meeting of the Saratoga Central Catholic School Board was called to order at 5:04 on Wednesday, February 24, 2021 via Zoom by Chairperson Dawn Martinez. Fr. Chevalier gave the opening prayer.

### **Present**

Dawn Martinez-Chairperson, Mary Fornabia-Co-Chair, Sandy Blanchard, Terrill Brown, Francine Dingeman, Michael Kondratowicz, Becky Stauffer, Rev. Thomas Chevalier, Peter Hart and Joseph Kilmade, school principal

### **Absent**

Laurie Tomita

### **Approval of Minutes**

A motion was made to accept the January 27, 2021 meeting minutes by Mary Fornabia and was seconded by Becky Stauffer. Minutes were unanimously approved.

### **Introduction of Guests**

No guests in attendance this month

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

- Students and staff remain healthy and in person. Sports and clubs have resumed and/or are beginning with all necessary health and safety protocols in place.
- Students continue to have the option to attend virtually on a week by week basis. Currently, approximately 50 students work remotely per day.
- There is no current guidance on what Covid restrictions will look like for school in the fall. Plans are being made to continue with restrictions as they are and change as per state and health guidance.
- Enrollment remains steady at 209 students.
- New this year, re-enrollment forms can be completed online. Option to print out and send to school is available as well.
- Weekend and evening options for open house type tours to be held in March.
- Two part-time individuals have been hired to fill the spot vacated by Mrs. Guarnieri.
- Discussions have begun to re-do the school's current website.

- Diocese is ending contract with PowerSchool. Moving to FACTS for fall 2021. System will integrate with Schoology and Google.

## **Committee Reports**

### Enrollment (Katie Dunne):

- Spring open house plans are being discussed. Prospective families will be matched with current families to answer questions and provide insight into the school.
- A State of The School address has been proposed to reach out to our families. Plan to include student voices (class president, peer ministers) into the talk.
- Options to bring current families together have been proposed as Covid restrictions lighten. Possibilities include sports games viewing events, West Mountain ski/snowboard night, and bowling.
- Plans for outreach to sister schools to promote SCC to their graduating students are being made. Thoughts include having students join a portion of a class lesson virtually.
- Next Enrollment Committee meeting is March 4 at 5:30pm

### Advancement/Development (Dawn Martinez):

- Non- Winter Gala raffle winner was Joe Kakaty.
- Committee met to discuss next fundraising option. Decision was made to hold a spring 50/50 raffle titled SCC Triple Crown. Tickets will be \$100 each. Winnings will be 60% for the Win, 25% for the Place, and 15% for Show. There is a potential total pot of \$25,000. The drawing will take place live on YouTube on June 6<sup>th</sup>.

### Facilities (Joe Kilmade):

- New lighting, fire alarms and security entry doors have been installed in the Parish Center.
- Plans continue to be made for the further renovation of the Parish Center kitchen and ground floor of the school building. Project plan remains with three goals: cafeteria overhaul, creation of student space, and if possible, creation of faculty lounge. Work to take place this summer.

### Mission Enhancement (Becky Stauffer):

- No news to report

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

- Covid has caused some expenses to run over budget. These areas include building maintenance, cleaning services, and gas and oil expenses. These are deemed acceptable losses given the current situation.
- School has not been given forgiveness notification of PPP loan as of yet. School will also not qualify for additional PPP loans at this time.
- Tuition arrears continues to increase. Letters to families in arrears have been sent and other necessary measures will be taking place. These include not allowing students to return to school if payment arrangements have not been made.
- Financial aid for the 2021-2022 school year will be completed by April 16<sup>th</sup>. Applications will be reviewed and decisions will be made by June 30<sup>th</sup>. Aid award dollar amounts not yet known from the Diocese.

### **New Business**

\*Nominations (Dawn Martinez):

- Bill Darcy is submitting application to the Board
- Five additional individuals have been approached and are in discussions to join the Board.

\*BOT approved sports protocols on 2/9/21 via email

\*Fran Dingeman gave an update on Career Day. All letters have been mailed out to perspective presenters. Responses are due by March 26<sup>th</sup>. There has been a good response so far.

\*Date has been reserved for the annual Golf Tournament. Chair person to be contacted. This will be a committee-driven event.

### **Old Business**

No old business to discuss

### **Adjournment**

Meeting was adjourned by Chairperson Dawn Martinez and a closing prayer was given by Fr. Chevalier. An Executive Session was requested. The next general meeting will be at 5:00 on March 31, via Zoom.

Minutes submitted by: Sandy Blanchard