

**Saratoga Central Catholic School  
Board of Trustees**

***Meeting Minutes***  
***Wednesday, January 31, 2024***

**Opening**

The regular meeting of the Saratoga Central Catholic School Board was called to order at 5:09 pm. Father James Ebert led the opening prayer.

**Present**

Dan Kumlander- Chair, Nikki Hartmann – Vice Chair, Trish Dugan - Secretary, Chris Signor - School Principal, Lisa Moser, Jeff Pompa, Rose Place, Fr. James Ebert

**Approval of Minutes**

Motion to approve minutes of the December 20<sup>th</sup> 2023 meeting by Dan Kumlander and was seconded by Lisa Moser. The motion was approved and carried.

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

- The existing phone system will need to be updated. Three classrooms of the school are unable to hear announcements. Walkie Talkies will be used in the interim of looking for a new system. It was recommended that Principal Signor look into Fidelity an internet based phone system.
- BOT vote for Saratoga Central Catholic School and Stillwater merger is still needed. The plan is to have football at all three levels, with transportation to both practices and games. There will be two Coaches designated from our school to assist with the merger. We will have four bus drivers to transport students and Stillwater may be able to transport if necessary. The merger name is still being discussed. Insurance will be provided through Catholic Mutual Group. The costs to offset the added costs will be through the Booster Club and fundraising efforts. Every coach will need to be Virtus trained. See further information under New Business.
- The Cognia Accredited Improvement plan is being introduced throughout the Albany Diocese. This plan will consist of a three step process; Financial Stability, Curriculum, and Staffing. It will also include a Strategic Compass targeting, Teaching and Learning, Mission and Catholic Identity, Sustainability and Resources, and Government and Leadership. This outline will focus on broader objectives on our accreditation processes and will provide specificity, timelines and accountability measures for our strategic improvement priorities. The compass and accreditation improvement plan will work in unison to drive improvement efforts and change in the Albany Diocese's system of schools. Tiffany Farrel will be assisting Principal Chris Signor in this process.
- Congratulations to Dan Kumlander, BOT Chair, Coach, and Alumni Parent, we are thrilled to inform you that the Saratoga Catholic Central School community has selected you as the recipient of this year's Beacon of Hope Community Spirit award. The Community Spirit award recognizes individuals who have demonstrated exceptional contributions and dedication to support the mission of their Catholic school communities. Your efforts have not only enriched our community but have also inspired others. We appreciate the time and effort you have invested to support our mission by sharing your time and talent with our school.

## **Committee Reports:**

### **a. Advancement and Development (Lisa Moser)**

- Save the Dates for SCC's gala on Friday, March 15<sup>th</sup>, 2024 are currently being sent out. There will also be a 50/50 raffle competition for the most tickets sold and possibly a phone-a-thon.
- SCC's Golf Tournament will be held at McGregor Links Country Club, Friday, May 24<sup>th</sup>, 2024.
- The SCC Baseball Team will be selling 4oz cups of gourmet Chicken Jalapeño Corn Chowder at this year's Saratoga Springs Chowderfest. The team will set up in front of the former Finger Paint building, this along with fundraising parking fees will contribute to the team's Disney trip. The Goal this year is \$10k.

### **Enrollment and Retention (Nikki Hartmann)**

- Re-enrollment as of today is 103 out of 173 = 59% of total eligible. This is an increase and improvement from last year at this time which was only 33%. We have two new students starting next week which brings us to 202 students enrolled. There are 12 families coming for tours during Catholic Schools week as well.
- New student applications 24-25 school year will begin on 2/1. Two new families have already expressed interest to enroll.
- The SCC enrollment form has been updated to collect more information, take advantage of the FACTS software system, maximize system potential and improve efficiency.
- We are redesigning registration cards and will be sending them out to our feeder schools, as well as including the information to register in the News and Notes.
- A blanket field trip form will be coming out so that SCC's staff is covered if they choose to take kids out of the classroom for learning and / or special occasions.
- Focusing on Special Services, we are having students answer questions, based upon those answers yes or no that will guide and determine the next step. We are partnered with Saratoga School District for this process.

### **c. Mission Enhancement (Trish Dugan)**

- New Bibles were requested and Principa Chris Signor will discuss this with Pat Douglass, Campus Minister as that ask falls under teaching supplies in the current budget.
- Masses are currently scheduled for Feb 2<sup>nd</sup> The Feast of the Presentation of the Lord and on Feb 14<sup>th</sup> Ash Wednesday.
- This Lent there will be 3 guest speakers meeting students through ZOOM Meetings. All of these speakers will focus on surviving the Holocaust.  
March 12<sup>th</sup> 10 am - Judith Altmann 99 years old (11<sup>th</sup> and 12<sup>th</sup> grade)  
March 14<sup>th</sup> 10 am - Yonat Assayag a 2<sup>nd</sup> gen Holocaust survivor ( 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade)  
March 21<sup>st</sup> 10 am – Manfred Lindenbaum 92 years old (9<sup>th</sup> and 10<sup>th</sup> grade)  
All board members are welcome to attend the zoom calls as well.
- Peer Ministry continues to flourish with Morning Prayer / Pledge / Feast Days and Retreats for both SCC and St. Mary's students. March 1<sup>st</sup> is the new date for St. Mary's 5<sup>th</sup> grade retreat and the theme is Leadership.

### **d. Finance (Dan Kumlander)**

- Tuition (net of aid) ytd increase of 16.6% from same period last year.
- Salaries and benefits ytd decrease of 8.3% from same period last year.
- December is second month in a row of operations in the black.
- Deficit through 6 months down to \$60,603 compared to deficit of \$137,513 for same 6-month period last year.

- Deficit due to timing – still on pace to meet or exceed updated annual budget surplus of \$49,600.
- Last year's 6-month deficit would have been much larger than \$137,513 had it not been for the non-recurring ERC receipt of over \$250,000 that was included as revenue in last year's profit/loss calculation.
- Budgeted Deficit through current 6 months is \$119,669, meaning our actual deficit of \$60,603 is in the positive \$59,000.
- Jo-Ann at the Albany Diocese has to adjust allowances for doubtful accounts. She is taking a conservative approach through the first six months of the fiscal year.
- Principal Signor reported on arrears of tuition of only 8 families and only 2 of the families are outside of the 30 days.
- Reported possible 24/25 tuition cost of living increase of 3% to be discussed and finalized soon by Finance Committee through budgeting process..

#### **e. Nominations (Lisa Moser, Jeff Pompa, Rose Place)**

- Jeff Pompa mentioned that he has spoken to a community member about joining the BOT but that individual still needs to submit paperwork.
- The parent member term is still being decided upon by the committee.

#### **f. Facilities (Jeff Pompa)**

- The roof repair patching came in at \$7k as opposed to \$11K.
- Additional space is now needed for classroom expansion. The plan is to divide room G11. All work will be done in house, rugs, sheetrock etc. It has been determined that all renovation work can be done for less than \$5k over the February break.

### **Additional Agenda Items**

#### **1. Old Business**

- Security is doing an amazing job and both Safety Officers are an incredible assets to the school.

#### **2. New Business**

- A motion was presented on the floor to pursue the SCC / Stillwater Football Merger for Modified, Junior Varsity and Varsity. The motion was seconded by Lisa Moser, all were in favor and the motion carried. Once Stillwater approves the merger, a second motion from our school board will be voted on to approve the motion and a letter will be drafted from the SCC BOT to section 2 stating we approve the Saratoga Central Catholic School football merger with Stillwater School District.

### **Closing Prayer – (Chris Signor)**

- Meeting was adjourned at 6:42pm. Principal Signor led the closing prayer.