

# Saratoga Central Catholic School

Minutes of the Meeting of the Board of Trustees held on January 11, 2017

6:30 pm

## Members in Attendance:

Michael Naughton, Chair  
Dawn Martinez, Vice Chair  
Lew Benton  
Rev. Tom Chevalier  
Mary Fornabia  
Dan Shea  
Becky Stauffer  
Stan Weeks  
L. Stephen Lombard, Principal

## Other Attendees:

None

The meeting was called to order by Mr. Naughton.

Fr. Tom offered an opening prayer.

Dan Shea moved to approve the minutes of the December 14, 2016 meeting. Becky Stauffer seconded the motion and it was unanimously approved.

## State of the School Report

- Mr. Lombard reported that there are 239 students currently enrolled.
- Mr. Lombard reported on tuition in arrears. Amount is less than a year ago.
- Mr. Lombard reported that 21 of the 32 Seniors have received college acceptance, with \$3.8 million in merit scholarships offered to date
- Mr. Lombard reported that Mrs. Jen DuBois, Physics and Calculus teacher at SCC, has received the St. Elizabeth Ann Seton Distinguished Teacher Award from the Diocese of Albany.
- Mr. Lombard encouraged attendance at the Catholic Schools Liturgy on January 29 at the Cathedral.
- Mr. Lombard noted that Catholic Schools Week is January 29 – February 4, with SCC Open House/Walk Through scheduled for January 31 and February 2 from 9-1.

## Development Committee

- Mr. Benton reported that the committee met on January 9<sup>th</sup>. Minutes were distributed.
- Walk-A-Thon revenues are now at \$16,751, compared to Budget of \$12,000.
- Alumni donations stand at \$7,845 to date.
- A draft Newsletter has been completed---final copy will be mailed in January. The second newsletter of the year is scheduled to go out in June.
- Mrs. Martinez reported that Gala sponsorships are numerous, auction articles are exceptional, and media coverage will be extensive.
- First Golf tournament committee meeting is scheduled for January 31.
- Total fundraising results for the year are expected to significantly exceed budget.

## Enrollment Committee

- Mrs. Fornabia distributed a handout "Three Key Elements to Enhance Enrollment Numbers". This handout was developed by Fran Dingeman, Jim Browell and Mary Fornabia.

- Jim Browell and Mary Fornabia will continue to discuss Key Elements issues with Principal Lombard and Ellen Bailey.
- Full Enrollment Committee will be held in January.

#### Facilities Committee

- Mr. Shea reported that the Committee met on January 10. Minutes were distributed.
- New front door installation is complete.
- Additional circuitry for Stem classrooms has been completed.
- Water quality tests indicated no issues with lead contamination.
- Improved front landscaping, sidewalk sealing, lawn sprinklers, and paver sections to the street are potential Spring projects.
- There was interest in replacing the windows to make the building more energy efficient and improve the aesthetics. Cost estimates are needed.
- Committee discussed possible funding for projects such as windows, lockers, bleachers.

#### Finance Committee

- Mr. Weeks reported that the Committee met on January 5. Minutes were distributed.
- The Comparative Income Statement through November 30 indicates that the net deficit is below budget to date.
- The State Education Department has approved our Mandated Services Claim for 2005 and will issue a check for \$51,947 to the School. This amount, as well as \$12,500 from the Diocese Assistance Regionalization Reinvestment Fund, was not in the 2016-2017 Budget.
- Tuition in arrears requires constant attention.

#### Financial Aid Committee

- Committee did not meet. Committee Chair is needed.

#### Mission Enhancement Committee

- Committee did not meet. Committee Chair is needed.

#### Nominating Committee

- Erin Callahan was not in attendance. No report.

#### School Liaisons

##### **St. Mary/St. Alphonse School**

- No report.

##### **St. Clement's School**

- Mrs. Fornabia attended and provided a written summary.
- Major security system improvements are underway.
- Quiz Bowl on February 2 at SCC.

##### **St. Mary's School**

- Mrs. Dingeman attended and provided a written summary.
- Board Committees are being developed and leaders chosen.
- Super Jack-Pot Raffle was a success.
- The Catholic Identity Committee and PTO will be involved with Catholic Schools Week.

**Additional Agenda Items**

- None

**At 7:40 p.m., the meeting was adjourned and the Board entered Executive Session.**

**At 8:30 PM, Mr. Naughton concluded the meeting with a prayer said by Fr. Tom Chevalier.**

**The next board meeting---Wednesday, February 8 at 6:30 PM**