

**Saratoga Central Catholic School
Minutes of the Meeting of the Board of Trustees held on November 10, 2016
6:30pm**

Members in Attendance:

**Michael Naughton, Chair
Lew Benton
Erin Callahan
Fran Dingeman
Mary Fornabia
Dawn Martinez
Becky Stauffer
Stan Weeks
L. Stephen Lombard, Principal**

Other Attendees:

**Coach Alphonse Lambert, Athletic Director
Mary Guarnieri, Director of Advancement
Thomas Gould (arrived at 6:40pm)**

The meeting was called to order by Mr. Naughton at 6:35pm.

Mr. Naughton offered an opening prayer.

Dawn Martinez moved to approve the minutes of the October meeting. Stan Weeks seconded the motion and it was unanimously approved.

Introduction of Guests

- Mr. Lombard introduced Coach Lambert to present “Saratoga Central Catholic Athletics: Fall 2016 Results”. Coach Lambert shared information about our school fall athletic teams, the Coaches, team records, and player achievements. Coach Lambert expressed a concern for the girls’ athletic programs, in particular Girls’ Basketball on the JV Level.
- Lou Benton questioned whether we are doing all we could be as far as articulating our athletic successes and suggested promoting the sports programs at Saratoga Central Catholic more. A discussion ensued about providing parents of students in St. Mary’s, St. Clements, and St. Mary’s-St. Alphonsus with a “Do You Know” Fact Sheet about our school. Tom Gould mentioned CYO Programs and directed our outreach efforts toward the Physical Education teachers of the elementary schools.
- Mike Naughton confirmed the importance of not only sending our students into partner schools but also inviting partner school students here.
- The presentation by the Athletic Director ended with a statement of support and appreciation by Mr. Naughton in recognition of Coach Lambert as a dedicated ambassador of the school.

State of the School Report

- Mr. Lombard reported that attendance at the Open House decreased by 50% from 2015. The lower attendance number may have been the result of the election held the night before. It was suggested that future open houses take place a week after election day. Most families in attendance came through word of mouth at their child's school. A mailing was sent to the home of each student. There will be an Open House on the mornings of Catholic Schools Week and again in March. It was noted that there's more and more interest coming from St Mary's Institute in Amsterdam.
- Mr. Lombard reported that there are 239 students currently enrolled.
- Mr. Lombard reported that there was vandalism to the sign in front of the school.
- Mr. Lombard reported on tuition in arrears.
- Mr. Lombard shared results of 2015-2016 7th grade ELA and Math results. SCC scored higher than both the national average and the Diocesan average.

Development Committee

- Lou Benton reported that the committee did not meet but deferred to Dawn Martinez to report on Gala progress. Dawn reported that sponsorships are going really well. We have over \$67,000 in sponsorships to date. Next Friday the 18th is the last day to have sponsors included in the invitation. Dawn asked for the Board to focus on live auction items.
- The next newsletter will be going out in December.
- There's been no movement on the Tuition Raffle. The topic will be brought up at the December meeting.

Finance Committee

- Dr. Weeks reported that the Finance Committee will be meeting later this month with JoAnn Gamello, Director of Financial Operations at the Diocesan School Office. The committee has 5 outstanding questions for the Diocesan School Office. The committee will formalize a proposed budget to present to the Board at the December Board meeting.

Financial Aid Committee

- It was reported that the committee is looking for a chair and there is no report this month.

Facilities Committee

- Dan Shea was not present. There was no meeting and no report.

Mission Enhancement Committee

- Mr. Naughton reported that we are seeking a chair for this committee and invited Board Members to step forward if they wish to chair the committee.

Enrollment Committee

- Mrs. Fornabia reported that the Committee has been meeting every two weeks. They are working on ways to get publicity for the school for free, such as Facebook.
- Mrs. Fornabia reported that the current school Facebook page is considered an “unofficial page.” Mr. Lombard asked Riley Long to look into it.

Nominating Committee

- Erin Callahan reported that the Committee has two possibilities for nominations to the Board.

School Liaisons

St Mary’s-St Alphonsus

- Steve Lombard attended St. Mary’s-St. Alphonsus and reported that their budget is in the black. They have 280 students enrolled primarily because of their Noah’s Ark Day Care, which is a large part of their funding.
- Their Development Committee is working to merge their Strategic Plan with Advanced Ed goals.
- They have a Catholic Identity Committee which uses social media to connect with the parish.

St. Clements

- Their enrollment is down which presents a deficit for the budget. Fortunately, they have a surplus in their budget.

St. Mary’s

- Stan Weeks attended and reported that they are holding a successful fundraising raffle which is still in progress. The raffle consists of selling 300 tickets at \$100 each. Everyone who buys a ticket wins something. First place prize is \$10,000 and the drawing takes place on November 19th.
- Dr. Weeks advised the rotating liaisons to St. Mary’s call the principal and let her know ahead of time that they’re coming. Meetings are held the third Wednesday of every month in the school library at 6:30pm.

Additional Agenda Items

- Mr. Naughton referred to the recent Doodle Poll and asked the Board at the meeting if the second Wednesday or Thursday of each month is a better choice for Board Meeting dates. The reason for considering a change to the day of the month for the meeting is for Fr. Tom. His only day off is Thursday, and moving the meeting to Wednesday would avoid this conflict. A motion was made by Lew Benton to move the meeting to the second Wednesday of every month. Mary Fornabia seconded the motion and all were in approval. The Board Meeting change to the second Wednesday of every month will begin with the December meeting on Wednesday, December 14th.

- **The Board briefly discussed the recently adopted resolution in support of the reinstatement of Mrs. McHale.**
- **Those Board members who attended the recent Governance Symposium shared positive comments about what they learned. The Symposium afforded updated information on finances and an awareness that enrollment is a consistent issue for the diocese.**

At 8:30pm Mike Naughton concluded the meeting with a prayer.

The next board meeting is scheduled for Wednesday, December 14th at 6:30pm.