

Saratoga Central Catholic School
Minutes of the Meeting of the Board of Trustees held on October 13, 2016
6:30 pm

Members in Attendance:

Michael Naughton, Chair
Mary Gavin
Lew Benton
Fran Dingeman
Mary Fornabia
Dawn Martinez
Dan Shea
Becky Stauffer
Stan Weeks
L. Stephen Lombard, Principal

Other Attendees:

Corey Toles, Mathematics Faculty
Dan Curry, History Faculty
Susan Barbolt, Spanish Faculty
Mary Guarnieri, Director of Advancement

The meeting was called to order by Mr. Naughton

Mr. Naughton offered an opening prayer.

Mrs. Fornabia moved to approve the minutes of the September meeting. Mrs. Martinez seconded the motion and it was unanimously approved.

Mr. Lombard introduced three new staff members: Mr. Toles, Mr. Curry and Ms. Barbolt. Each of the teachers introduced themselves and spoke briefly about their experience to-date at SCC.

State of the School Report was presented by Mr. Lombard

- Mr. Lombard reported that Mrs. Schmidt recently gave birth to a baby girl.
- Mr. Lombard reported that current enrollment is 239
- Mr. Lombard reported on tuition in arrears and uncollected tuition from the prior school year
- Mr. Lombard distributed the Confidentiality and Conflict of Interest Policy
- Mr. Lombard reported that Meet the Teacher Night was held on September 13th, and was very successful. He reported that a number of parents signed-up to participate on board committees as a result of the presentations on that evening.
- The "Angel Walk" was held last Friday, October 7. It was successful financially and served to spread the word about SCC.
- AdvancED accreditation visit was held on October 5th. Mr. Lombard reported that the reviewers commented on the strength of our school's Catholic Identity and with the way our teachers engage our students. Mr. Lombard reported that the Diocesan Schools met or exceeded each of the standards required for accreditation.
- Mr. Lombard reported that this Saturday, October 15 SCC will be participating in a Public Square Rosary Crusade at 2:00 p.m. in front of the school in recognition of Our Lady of Fatima.
- Mr. Lombard encouraged board members to attend the Governance Symposium and School Board Member Commissioning on Wednesday, November 2nd, located TBD

- Mr. Lombard advised the board that he will be out of the office for surgery beginning October 24th.
- Mr. Lombard advised that the Mega-bowl match (volleyball game between the seniors and the faculty) will be held on 11/3
- Mr. Lombard reported that the SCC Players will present an 80s Dance Party on 11/4 from 7:00 p.m. until 11:00 p.m. at the K of C
- Mr. Lombard invited the board to attend the National Honor Society and National Junior Honor Society induction ceremony on 11/7 at 6:00 p.m. at the Church of St. Peter.

Development Committee

- Mrs. Guarnieri reported that the Angel Walk yielded \$13,000
- Mrs. Guarnieri reported that the Development Committee would like to expand the newsletter from 4 pages to 8 pages, and expand the distribution beyond the alumni
- Mr. Benton reported that the Development Committee met on 10/11, and were joined by two new members.
- Mrs. Martinez reported on the gala progress. 900 sponsorship brochures were sent out at the end of September. Underwriting is at approximately \$17,000.
- Mrs. Martinez asked board members to consider donating to the "Wine Wall" that will be used to raise money for the SCC Angel Fund.

Finance Committee

- Dr. Weeks reported that the Finance Committee met last week to review the planned budget for the 2016-17 academic year. The Finance Committee proposed some changes to the budget that was drafted by the Catholic Schools Office, and provided the CSO with some justification for our proposed changes. Mr. Lombard is scheduled to meet with the CSO next week to review those proposed changes, and as such, we are not ready to vote on a budget.

Financial Aid Committee

- Ms. Gavin reported that while the Financial Aid Committee did not meet, Ms. Gavin reported that the current school budget includes discounts for the children of Diocesan employees (not SCC employees) that may need to be evaluated as part of the budget review process with the Diocese and further reviewed by the board at a later meeting.

The board adjourned to executive session at 7:37 p.m. The regular meeting resumed at 7:54 p.m.

Facilities Committee

- Mr. Shea reported on the Committee's September 27th meeting.
- An individual has been hired to fill the janitor and bus driver positions
- The lobby furniture that had been donated by Skidmore was re-gifted to another organization because the cost of re-covering it was not within our budget.
- Sprinkler system quotes are being finalized.
- Landscaping in the front of the school is being undertaken as small projects, using volunteers as much as possible.
- New flooring has been postponed in lieu of the front door project.
- Electrical upgrades for the STEM rooms will be done over Thanksgiving. The cost will be covered by a donor.
- The school is seeking window air conditioners for a number of rooms.

Mission Enhancement Committee

- Mr. Naughton reported that we are seeking a chair for this committee, as well as for the Financial Aid Committee. Dr. Weeks suggested we ask Fr. Tom whether he is interested in participating as the chair of the Mission Enhancement Committee.

Strategic Plan Committee

- Mr. Naughton reported that since the Strategic Plan has been adopted, this committee's work is complete for the time being.

Enrollment Committee

- Mrs. Fornabia reported that the Committee has met twice since the last board meeting. The Committee is reviewing the role and objectives of the committee, including the Open Houses, Parent Outreach/Mentor Families for New Families, Marketing the school, and relationships with Partner Schools.
- The Enrollment Committee asked that board members attend partner school events with the Enrollment Committee.
- Mr. Lombard reported that Lisa Lehman will attend the next Enrollment Committee meeting.

Nominating Committee

- Mr. Naughton reported that Ms. Callahan has agreed to chair this committee and asked that board members send any recommendations for new members to Ms. Callahan.

School Liaisons

- The board discussed whether members of the board or members of the Enrollment Committee should attend the Partner School board meetings. It was decided that the board would divide the opportunity to attend partner school board meetings via a "Sign Up Genius" scheduling, and that Mrs. Mantia would be asked to establish the sign-up sheet.

Mr. Naughton reminded the board that the board meeting agenda, committee reports and minutes should be distributed 5 to 7 days in advance of the board meeting.

At 8:32 p.m. the board adjourned to executive session.

At 9:00 p.m. the board concluded the meeting with a prayer.

The next board meeting is scheduled for Thursday, November 10th at 6:30 p.m.

RESOLUTION
OF THE BOARD OF TRUSTEES OF SARATOGA CENTRAL CATHOLIC SCHOOL

WHEREAS the Deborah McHale has been a teacher and peer ministry leader at Saratoga Central Catholic School for several years; and

WHEREAS the board of trustees of Saratoga Central Catholic School recognizes the dedicated service of and contributions by Deborah McHale to the school community; and

WHEREAS the Board believes that our school's governance should be reflective of Christ's ministry of forgiveness;

IT IS RESOLVED, that the Board of Trustees of the Saratoga Central Catholic School encourage the Principal and the Superintendent to reinstate Mrs. McHale to her teaching position at Saratoga Central Catholic School.

Passed this 13th day of October, 2016.