

Saratoga Central Catholic School

Minutes of the Meeting of the Board of Trustees held on October 25th, 2017
5:00 pm

Members in Attendance:

Michael Naughton, Chairman
Dawn Martinez, Vice Chair
Fran Dingeman, Secretary
Lew Benton (arrived at 5:15pm)
Becky Stauffer
L. Stephen Lombard, Principal

Other Attendees:

Megan Hennessey (Prospective Board Member)

The meeting was called to order by Chairman Michael Naughton at 5:05pm.

Mr. Naughton offered an opening prayer.

Becky Stauffer made a motion to approve the September Board Meeting Minutes and Megan Hennessey seconded the motion. All Board members were in favor.

State of the School Report

- Mr. Lombard announced that there were 224 students enrolled in the school as of today.
- The Walkathon over Columbus Day weekend generated \$13,500. The budget was \$12,000.
- Mr. Lombard announced that the 2017-18 school budget was in the process of being completed. He is working with Joanne Gamello from the Diocesan Office as well as Superintendent Giovanni Virgiglio. They are finalizing numbers.
- Mr. Lombard reported that partner school visits were going well. Mr. Lombard and Mary Guarnieri visited St. Mary's Ballston Spa's 4th and 5th grade classes as well as St. Mary's Institute in Amsterdam's eighth grade class. Mr. Lombard shared that Monday's "Lock Out" interrupted their visit to St. Clement's School. A visit to St. Mary's-St. Alphonsus's eighth grade class was scheduled for Tuesday. Mr. Lombard expressed concern that we only have the opportunity to recruit a total of 71 students as a combined pool number from all our sister schools.
- Mr. Lombard announced that Prospective Parents Night was scheduled for Thursday, December 14th at the Courtyard by Marriott. This evening event would be modeled after the Dunning Street Station event that took place in the spring. There would be teacher presentations made that evening. Fifth grade parents at St. Mary's in Ballston spa and St. Clement's would be invited as well as eighth grade parents from Saint Mary's- Saint Alphonsus and St. Mary's Institute in Amsterdam.
- Mr. Lombard reported on the recent "Lock Out" incident that took place earlier in the week and shared that he received the message about the "Lock Out" from St. Clement's and not the police. Mr. Lombard was in direct communication with Saratoga High School and managed to keep things cool and calm within our school. Mr. Lombard reassured the Board that the internal school system of communication worked great. Mr. Lombard said he contacted the Saratoga Police Department and made them aware of the lack of communication with Saratoga Central Catholic and corrected the situation for the future. "Reverse 911" was brought up as a means of communication and Mr. Lombard said he would ask the Police about it.

- Mr. Lombard reported that Mr. D'Ambro and Jim Burns are working on having the lower level of the school carpeted like the upper two floors.
- Mr. Lombard said he wanted to have the Board meet the new teachers at the November meeting. He will also invite Coach Lambert to offer the Board an update on school athletics.
- Mr. Lombard asked to meet with the Executive Committee after the meeting.
- Mr. Lombard thanked the Board for their understanding concerning Nancy Lombard's recovery. He expressed appreciation for the rescheduled October meeting date.

Committee Reports

Facilities Committee

- The Facilities Committee did not meet. Mr. Naughton commented that we were still in need of a Facilities Chairperson.

Financial Aid

- Mr. Naughton reported that there was no need for this committee to meet this month.

Mission Enhancement Committee

- Mr. Naughton shared the minutes that had been submitted to the Board from the last meeting.
- Fr. Tom was asking for scholarship information from all the area schools.
- It was reported that a school ad was placed in Saratoga Today Newspaper.
- It was reported that "SCC Catholic Identity" signage was placed around the school before the October Open House.

Advancement Committee

- Dawn Martinez announced that \$12,700 had been raised so far for the Annual Gala. Mrs. Martinez handed out sponsorship brochures for the Board to hand out. Mrs. Martinez informed the Board there would be no silent auction at the Gala this year. There would still be a live auction and 5 raffles. The 5 raffles will include a Restaurant raffle, a Stewarts raffle, a Golf Package raffle, a Google Home/TV raffle and the Tower of Diamonds raffle.
- Lew Benton announced that the Advancement Committee had not met. Mr. Benton asked for the final fundraising number at the close of the 2017 school year. Mr. Lombard said he would get him that number.
- Lew Benton suggested having an event at Principessa Elena through Frank Dominic.

Enrollment Committee

- Mrs. Fornabia was not present at the Board meeting but Mr. Naughton shared her report.
- Mr. Naughton shared that the committee had distributed 57 yard signs for the Open House.
- Mr. Naughton shared that a survey was being worked on with the Mission Enhancement Committee to make sure the Catholic Identity questions were represented.

Additional Agenda Items

- It was announced that Dan Kumlander will be asked to become part of the Finance Committee.
- Mr. Lombard spoke with the faculty about the "do's and don't's" of this evening's Open House. They were advised to enhance verbal responses by asking parents what they would be looking for if their child attended the school.
- Mr. Lombard commented on the outstanding effort of the school staff in regard to the Summer Reads program. They accomplished a great tie-in across the curriculum with the High School Summer Reads book, *Hidden Figures*, and the Middle School Summer Reads book, *Out of My Mind*.

- Mr. Lombard spoke about the large number of National Honor Society students who have participated in a positive way with peer ministry. When asked what they were most proud of, they responded, “participation in peer ministry.”
- Mr. Naughton asked about Megan Hennessey’s status on the Board. Mr. Lombard responded that he had conversations with the Bishop and Megan’s acceptance to the Board was moving forward.
- Lew Benton announced that the 55th Reunion of Saratoga Central Catholic was taking place on November 10th, 11th and 12th.

Mr. Naughton closed the meeting with a prayer at 5:40pm.

The next board meeting will be held Wednesday, November 8th at 5:00 PM.