

Saratoga Central Catholic School

Minutes of the Meeting of the Board of Trustees

April 25, 2018

5:00 pm

Members in Attendance:

Michael Naughton, Chairman
Dawn Martinez, Vice Chair
Fran Dingeman, Secretary
Lew Benton
Father Tom Chevalier
Mary Fornabia
Becky Stauffer
L. Stephen Lombard, Principal

Other Attendees:

Megan Hennessey (Prospective Board Member)
Mary Guarnieri (Advancement Director)

The meeting was called to order by Chairman Michael Naughton at 5:00 pm.

Fr. Tom Chevalier offered an opening prayer.

Mrs. Martinez made a motion to accept the March Board Meeting Minutes and Mr. Lombard seconded the motion. All members present voted in favor.

State of the School Report

- Mr. Lombard announced that we remain at 224 students enrolled in the school.
- Mr. Lombard reported that Tuition in Arrears was \$35,463 as of March 28th.
- Mr. Lombard reported that an eighth grade female student slipped and fell in the south stairwell of the school on Monday afternoon. She suffered a skull fracture and was transported to Albany Med. Mr. Lombard was happy to relate that she was doing well and discharged from the hospital today.
- Mr. Lombard reported that there was nothing new to report since the last meeting on the locker or bleacher project.
- Mr. Lombard reported that he had a meeting planned with the Saratoga Springs Police Department to finalize the SCC Emergency Plan going forward.
- Mr. Lombard said there had been a meeting with Student Styles. Miss Izzo and Mr. Curry had determined what students wanted was khaki shorts for boys and light weight blue skirts for girls. The Board will continue to be updated about further progress and any changes.
- Mr. Lombard said he saw the *Addams Family* musical that was performed on the weekend of April 19th-21st and the students did a great job. He said it was very funny.
- Mr. Lombard reported that the senior class continues to grow in monies earned for Merit Scholarships. Thirty two out of thirty six seniors have received college acceptance letters, (One senior is joining the armed forces). The senior class to date have been awarded a total of \$6,753,864 in merit scholarships.
- Mrs. Martinez asked about the classroom door coverings and Mr. Lombard said they are all in. Mr. D'Ambro is using magnetic board to customize doors where there are gaps in the original door covering design.
- We had two regional winning teams for the Odyssey of the Mind Competition. Only the middle school team attended the State Competition at Binghamton University.

- The Mock Trial team finished fourth in the region for the Regional Competition. They were very slimly defeated.
- Mr. Lombard spoke of the addition of the 8th Grade Moving Up Day which was tentatively scheduled for Monday, June 11th at 6pm at the Church of St. Peter. He felt Saratoga Central Catholic was bringing back tradition with this event in recognizing middle school achievements.
- Mr. Lombard announced that Tuesday, May 1st was designated Gold Star Day. On this day seniors would receive a gold star from Ms. Barnes, the guest speaker, and they would place it on the the name of the school they will be attending next year. Students would be encouraged to wear signature clothing from their intended college on Tuesday.
- Mr. Lombard shared that May 1st and 2nd are the dates for 7th grade NYS Math Assessments.
- Mr. Lombard went on the say that May was a very busy month as he shared a calendar of upcoming school events with the Board. Mr. Benton commented on the fact that Thursday, May 10th was Giving Day and included a 1pm Ascension Mass with the Bishop present.
- Mr. Lombard mentioned the Diocesan Enrollment Symposium at Siena College on July 23rd-25th to the Board. He said he had not yet met with the Enrollment Committee to secure their member attendance (along with the Board) at the event.

Committee Reports

Advancement/Development Committee

- Mr. Benton reported that there had been no meeting of the Advancement Committee.
- Mrs. Guarnieri reported that the yearbook had already been layed out and finalized when she offered our yearbook donations (right after the March meeting). Instead of returning the money, the Board agreed to have Mrs. Guarnieri retain the donated dollars as a Board donation toward the yearbook.
- The Annual Appeal was begun on March 16th. The Annual Appeal this year will be directed to support the Angel Fund which offers tuition assistance to families in need. The amount raised as of today was reported at \$29,143.
- Mr. Benton agreed to make follow up calls for the Annual Appeal by the second week of May.
- Mrs. Guarnieri shared that this year there were many Annual Appeal new donors at the \$500 level. Historically, the number of donors this year doubled.
- Mrs. Guarnieri stated that the Golf Tournament numbers are coming in slowly. We currently have 23 foursomes and the committee is hoping for another 13. \$9500 has been received in pledged sponsorships. Raffle items have been coming in slowly. The committee is looking for 100 items and are now at 34 raffle items.
- Mrs. Guarnieri asked the Board to help secure gift cards or in-kind donations for the event.

Mission Enhancement Committee

- Mr. Naughton shared that there had been a meeting on April 10th and he read the report sent by Rebecca Cronin.
- Mrs. Cronin will be reaching out to Mrs. Fornabia about having the Mission Enhancement and Enrollment Committees work together.
- Mr. Lombard shared that Steve Towne, Sherry Knotek and he met with a Professor from Empire State College, Dr. O'Connell.
- Mr. Lombard shared that Saratoga Central Catholic students in Middle School would be taking a Walk to Emmaus in a cross-curriculum way sharing with the fourth and fifth grades from St. Mary's and St. Clement's schools. This would be produced as a Virtual Reality Program and may tie-in with Sienna College as well.
- Mr. Naughton shared that SCC students would be participating with the Rice Bowl Lunch.
- Mr. Naughton shared that May 10th is Giving Day.

Finance Committee

- The committee had met on April 16th.
- Joanne Gamello was able to join the meeting and walked through March statements with the committee.
- Mr. Lombard will have half of the budget completed for the Finance meeting in May.

Facilities Committee

- There is no Board Member assigned as chair of this committee.
- Mr. D'Ambro will be hosting a "clean up day" a week from Saturday. Students were invited to come and work for community service hours.
- The Board commented on the new grass that had been planted in front of the school.
- The bleachers were scheduled to be put in place in August.
- The locker project is on hold waiting for donor commitments.
- The Board pointed out the need to let school parents know they can purchase lockers without buying bricks.
- Mrs. Martinez suggested taking a photo of the lockers and putting something separate in News and Notes as well as online about purchasing lockers. Mrs. Guarnieri said she will offer this suggestion to class parents.
- Mr. Naughton suggested encouraging parents to step up and take charge.
- Mrs. Guarnieri reinforced that bricks are a way of thanking donors for buying the lockers.

Enrollment Committee

- The Committee has not met.

Nominating Committee

- There is no Board Member assigned as chair of this committee.
- There was nothing shared by the Nominating Committee as far as new member potentials.
- Mr. Benton suggested a couple of new names as possibilities for the Board.
- Mr. Naughton agreed to contact a potential member.

Financial Aid Committee

- Mr. Lombard was in touch with Mary Gavin and is working on getting a meeting together with Mary Gavin, Tom Gould and Lew Benton.

Partner School Liasion Reports

St. Clement's School

- Mrs. Fornabia attended and shared that their enrollment was at 233.
- They have an Open House coming up this Sunday after Mass.
- They have a new STEM Classroom which they gave a brief presentation about. The school is looking to do PR about it.
- Mrs. Fornabia shared that on the subject of Catholic Identity, St. Clement's was starting a Baptism Program. They would send a welcome card from St. Clement's School to all babies that are newly baptized in the Church.
- Mrs. Fornabia shared that the school's Platinum Ball was scheduled for April 27.
- Mr. Lombard agreed to attend the next St. Clement's Board Meeting.

Additional Agenda Items

Old Business

- There was no old business discussed.

New Business

- Mr. Benton asked how we get greater presence in local parishes.
- Mr. Naughton suggested asking our students to participate.
- Father Tom approved a request for a corner of the St. Peter's Church bulletin board in the lobby of the church to become available for Saratoga Central Catholic news.
- Mr. Naughton suggested naming a Saratoga Central Catholic Student of the Month and have one student be honored every month.
- Mr. Lombard suggested teams of peer Ministers make a presence at one parish once a month.
- Ms. Dingeman pointed out that having a student presence at the parish is a better way of marketing the school than having information available.
- Mrs. Stauffer asked about the school's presence at St. Clement's School and spoke of earlier years when Saratoga Central Catholic would do basketball clinics there.

The next board meeting will be held Wednesday, May 30th at 5:00 PM at the school.

Father Tom Chevalier concluded the meeting with a prayer at 6:20 PM.