

Saratoga Central Catholic School

Board of Trustees Meeting Wednesday, September 30, 2020

The Saratoga Central Catholic School meeting of the Board of Trustees took place on Wednesday, September 30. Board chairperson Dawn Martinez opened the meeting at 5:05 PM. Those in attendance included board members Mary Fornabia, Christian Mathiesen DMD, Rev. Thomas Chevalier, Laurie Tomita, Francine Dingeman (via internet), Becky Stauffer, Michael Kondratowicz, Terrill Brown, school principal Joseph Kilmade and Enrollment Committee chair Katie Dunne.

After Father Chevalier provided the opening prayer, the meeting focused next on committee reports.

Katie Dunne gave a summary of the first meeting of the current school year for the Enrollment Committee which took place on September 24 via the internet. Plans for the year include personally reaching out to all families by the end of October, having established families reach out to new families, having all families fill out the in-take form, planning for a Meet and Greet function for new families by December, having a full open house (whether virtual or in person) and observing a Level-Up Day. Katie noted that there are 60 new students in the school. She mentioned the importance of following up with exit surveys for those families that choose to leave and of personalization.

Chairperson Dawn Martinez spoke on behalf of the Advancement/Development Committee. There will be no Gala this year due to COVID-19. The Gala previously raised over \$100,000 for the school. The golf tournament may be able to proceed in the spring. Attempts to fill the fundraising gap include a 50/50 raffle with 500 tickets to be sold at \$100 each and a buy two, get one free promotion. Also, approximately 3,000 letters will be written to alumni by students to ask for additional donations and an appeal will be made to previous Gala sponsors.

Principal Joe Kilmade next gave the State of the School report. His overall assessment was that things are 'going well'. There have been fluctuations and adjustments to staffing. There are 25 additional students. The weight room, art room and parish center have been converted to classroom space. Plans had to be

submitted both to the NYS Health Department and Education Department. Ellen Bailey and Dennis Ostrowski are no longer part of the administration or faculty. Digital Learning for Technology, a company located in the Midwest, is providing technology services. The school has received a \$6,500 grant to help with technology and Mr. Kilmade is applying for a \$49,000 grant, possible from the Jordan Family Foundation, to meet other technology needs. Digital learning platforms, including Power School, and Schoology, are being used or are being investigated for future use. Cleaning services will be outsourced to LCS at a cost of \$60,000 per year. The first mass of the year will take place in the gymnasium with social distancing standards in place. The number of students is now 204-206. There are presently 20 students participating through remote learning. The teachers are now conducting six classes per day. Mr. Kilmade suggests that teacher appreciation efforts be enacted to help them deal with daily stress, etc. He mentioned the importance of a safe, respectful environment for students, the 12 virtues of a good teacher and the need to discipline with dignity.

Chairperson Dawn Martinez spoke on behalf of Peter Hart of the Facilities Committee. The Diocese has approved a \$21,000 grant to repair the building's boiler. The full cost of this work will be \$29,000.

Mike Kondratowicz spoke as chair of both the Finance Committee and the Financial Aid Committee. He mentioned that the PPP forgiveness application is a work in progress and that COVID-19 mitigation expenses are significant.

Dawn Martinez spoke for the Nomination Committee and stated that a new board member is being sought.

Athletics for the fall of 2020 have been put on hold with the exception of the girls' golf team. Other sports will likely be postponed until spring.

There was no Old Business or New Business to be discussed.

Dawn Martinez closed the meeting after Father Chevalier's closing prayer and the board then went into executive session to discuss a legal matter.

Respectfully submitted,

Christian E Mathiesen DMD