

**Nativity of Mary School
School Board Meeting
7 PM
Minutes for 9/10/20**

Present: Vic Martucci, Fr. Ron Sajdak, Dr. Robert Cluckey, Sue Casilio, Stacey Maouad, Harold Erbacher, Daylan Jellinick, Amy Connolly, Mike Cucinotta, Fr David Baker, Marc Hamerski, Drew Dorn

Excused: Bernie Kolber, Ron Faso

COLOR KEY: * IDEAS FOR FURTHER DISCUSSION *ACTION ITEMS

Item	Discussion	Outcome
Meeting Start		Opening Prayer
Meeting Minutes 7/23/20		Approved and Seconded
Election of Officers	<ul style="list-style-type: none"> • Reelection of current officers suggested due to current environment 	Approved and Seconded
Pastor Report - Fr. Sajdak	Parish <ul style="list-style-type: none"> • Church attendance almost at full capacity following COVID guidelines • Still addressing technical difficulties in live stream but still moving forward • Congregation complimentary on discipline and protective measures • Went digital for FF this summer only in person classes will be Confirmation classes. Helps manage maintenance requirements 	

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<p>Pastor Report - Fr. Sajdak Cont</p>	<p>Community School Meetings</p> <ul style="list-style-type: none"> • Moving forward with community meetings with area schools. SSPP, St Mary's Lancaster, St. John's Alden. • Vic, Dr. Cluckey and Janet attending with Fr. Ron • Interim Superintendent joined last meeting. She is also head of the lay council for school monitoring • Working on cost savings through shared vendors • Pledged to have difficult discussion on survival of Catholic Schools • All 12 Vicariates will be meeting with Apostolic Committee on Future of Parishes. Several local parishes still without pastors. Not sure about outcome of meeting but while not directly related to schools, could affect school discussions. • Next meeting late September <p>Discussion:</p> <ul style="list-style-type: none"> • 2 lay committees formed at diocesan level to review parishes and schools. Focus is on parishes at this point not schools • Nativity is being proactive in meeting with area parishes and schools to develop a perpetuation plan • Guidelines created to determine reorganization: <ul style="list-style-type: none"> • 3 are specific to schools- <ul style="list-style-type: none"> • Cost of schools to parish must not exceed 25% 	

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<p>Pastor Report - Fr. Sajdak Cont</p>	<ul style="list-style-type: none"> • Diocesan rescinding financial support to schools • Catholic schools must prove 3 year viability <ul style="list-style-type: none"> • Enrollment • Effective Governance • Resource Sharing • Strong financial position • Catholic identity • Access to the poor and vulnerable • We are in a strong position and have strong support of our pastor, board and administrators but still can't be guaranteed 	
<p>Vic - Executive Committee</p>	<p>Working on moving from enrollment to retention</p> <ul style="list-style-type: none"> • Letter went out to families from Fr Ron, and Vic welcoming them to Nativity • Dr Cluckey and Amy working on a retention plan • Looking ahead to retain new students into next year after schools reopen • Communication will be critical this year, erring on the side of over-communication <p>Will look into tuition to see if others schools have contract verbiage about payback requests/refunds if schools move to remote instruction.</p> <ul style="list-style-type: none"> • We don't currently have language on that • Most vulnerable to this is Prek <p>Public school funding to be cut since NYS will be facing a \$30 billion deficit over the next 2 years.</p>	<p>Look into other schools on verbiage around reduced tuition or payback requests around remote instruction in tuition contracts</p>

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Finance Committee Cont - Harold Erbacher	<ul style="list-style-type: none"> • Collection through July on track for about \$900,000 • HSA fundraising budget set at \$157,000 • Have sold 1/3 of car raffle tickets, collecting \$60,000 so far. Looking to reach out to alumni. • Financial model will be finalized after enrollment finalized. Sensitivity budget on shutdown =/- 10% • Next year planning - push raffle into next tax year to allow for tax plan for winners • GALA - <ul style="list-style-type: none"> • Planning uncertain given covid • Still determining in person vs virtual • Letter to families on importance of fundraising so far well received • HSA changing focus from multiple small fundraisers to few larger events: <ul style="list-style-type: none"> • NEW Golf Tournament • Dash's receipts • Scrip with modifications • Gala • Raffle • Few small favorites - eg Easter Candy 	<p>Discussion at Finance Committee around “Year of Giving” fundraiser approval and parish/school % distribution</p>
Principal Report - Dr. Cluckey	<ul style="list-style-type: none"> • State plan submitted and approved <ul style="list-style-type: none"> • Held faculty meetings over the summer • Offered 3 plans - full time, full remote and hybrid • Met with parents to address plans and parent questions. Videotaped and put online • Two families chose not to return full time. 1 opted for full remote; other chose tutoring 	

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<p>Principal Report - Dr. Cluckey Cont</p>	<ul style="list-style-type: none"> • Retention already beginning <ul style="list-style-type: none"> • Handwritten notes welcoming all families • Handwritten notes thanking all new families enrolling • Our jump on new learning during remote instruction last year shows we can continue real and complete learning <ul style="list-style-type: none"> • No education lag • We can be solid in our learning even through remote plans • Opening day - Nicole Richard worked with staff on parent communication - did an interaction session with faculty on improving parent experience and open communication and did self assessments • Free masks distributed to kids and staff • Poly carbonate dividers acquired 1/2 paid for by school family grandparent and half by Clarence Schools • Added 33 chrome books to our library for loaning if remote learning is required again • Special teachers are being used where we need them, helping cover teachers during lunch and planning periods • Some specials will happen, some may not • Covid planning around limiting exposure and cohort issues of infection <ul style="list-style-type: none"> • How to limit exposure to prevent school closure • Working with health department • Did “run through”based on symptoms 	

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Principal Report Cont - Dr. Cluckey		

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<p>Advancement Report - Amy</p>	<ul style="list-style-type: none"> • Enrollment <ul style="list-style-type: none"> • Goal pre-Covid 163; Currently at 205 Prek-8 • Articles went to Bees on reopening with picture of Dr Cluckey and quote • Social media - no paid ads currently because we are almost completely full. Few spots available in 5&7 only • Classes currently capped for covid - during regular year class capacity could be 24 • Marketing Fall plan <ul style="list-style-type: none"> • New folders • New brochure • Calendar management • Cougar News revamped - clearer, less busy, 1/2 the size • Communications to family 1/week • Enrollment/Retention <ul style="list-style-type: none"> • Pretty good feedback so far • Email from parent thanking us for our patience and assistance • Personal check-in on classes to make sure new students are doing ok and adapting well • Room mom - creating buddy system for new families to existing families to help with questions or concerns • Email to new parents reassuring them about child adjustment • Consider transferring some of current enrollment budget to retention • Working on making this year special for 8 grade 	

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Closing Statement -Vic	<ul style="list-style-type: none"> • This year full board will meet every other month • Sub Committees should meet alternating month • Notify Daylan of any change requests for committee assignment • Exectutive and Finance committee to meet every month • Need to be nimble and ready to face any obstacles and take advantage of any opportunities 	
Closing Prayer		Next Meeting November 19, 7 pm, school gym