

APPROVED



## Salem Academy Charter School

### Minutes

#### Education Committee Meeting

---

##### **Date and Time**

Wednesday February 12, 2025 at 8:00 AM

---

The Salem Academy Charter School Education Committee will meet on Wednesday, February 12, 2025 at 8:00 AM via Zoom.

---

##### **Committee Members Present**

Amy Stewart (remote), Domina DiBiase (remote), Drea Jacobs (remote), Fallon Burke (remote), Megan Franco (remote), Rich Cowdell (remote), Sabrina Williams (remote), Stephanie Callahan (remote)

##### **Committee Members Absent**

Kara McLaughlin

---

#### **I. Opening Items**

##### **A. Record Attendance**

##### **B. Call the Meeting to Order**

Rich Cowdell called a meeting of the Education Committee of Salem Academy Charter School to order on Wednesday Feb 12, 2025 at 8:08 AM.

##### **C. Approve Minutes**

Amy Stewart made a motion to approve the minutes from.  
Domina DiBiase seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

## **II. Education**

### **A. Bullying Prevention & Intervention Plan**

Stephanie Callahan presented the updated Bullying Prevention and Intervention Plan to the committee. The plan outlines the school's clear response to bullying. The plan was approved by the Board when it was created and is reviewed every two years.  
Domina DiBiase made a motion to put forth the Bullying Prevention and Intervention Plan to the full Board.  
Amy Stewart seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

### **B. Quarter 2 Data**

Sabrina Williams provided an overview of the Lower School Quarter 2 data, highlighting the implementation of interim assessments, re-teaching strategies, and data analysis using ANet and Peer Education. Key takeaways include growth in ELA, particularly among 7th and 8th graders, stable performance in math between Q1 and Q2 with a targeted RTI block addressing skill gaps, and a slight decline in 8th-grade science performance ahead of the MCAS, while 6th and 7th grades showed improvement.

Megan Franco reviewed Upper School Quarter 2 data, noting that ANet assessments will take place in the coming weeks. Reflections on midterms revealed growth in ELA 9, with continued progress needed, while ELA 10 remains strong. Math 9 is an area of concern, with students scoring around 50% of total points; efforts are underway to adjust instruction based on data. Math 10 is performing well, with upcoming ANet assessments providing additional insights. In Biology, 71% of students met expectations based on Edulastic assessments. The WIN (What I Need) Block was refined during Q2 to enhance its effectiveness.

Additional academic updates include SAT prep initiatives for 11th graders, a diagnostic universal screener for 9th and 10th graders in math to inform interventions, and a MAP test scheduled for late May or June to guide summer planning.

Drea Jacobs reported on chronic absenteeism, noting progress in both Lower and Upper School attendance. Lower School data is nearing the target goal, while Upper School attendance still has room for improvement but is trending in the right direction. A revised attendance protocol was launched at the start of Q3, and tardiness across the student body has been decreasing.

### **C. Future Meeting Dates**

The committee decided to increase the frequency of committee meetings to a monthly meeting.

### **III. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:12 AM.

Respectfully Submitted,  
Fallon Burke

---

#### Documents Referenced in the Meeting:

- November Meeting Minutes
- Bullying Prevention & Intervention Plan
- Q2 Academic Report