



Salem Academy Charter School

Minutes

Governance Committee Meeting

Date and Time

Friday February 14, 2025 at 8:00 AM

The Salem Academy Charter School Governance Committee will meet Friday, February 14, 2025, at 8:00 AM via Zoom.

Committee Members Present

Edward Aroko (remote), Jeffrey Whitmore (remote), Mark Stevens (remote), Sal Martinez (remote), Stephanie Callahan (remote), Steve Palmer (remote), Toyuwa Newton (remote)

Committee Members Absent

None

Guests Present

Fallon Burke (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Jeffrey Whitmore called a meeting of the Governance Committee of Salem Academy Charter School to order on Friday Feb 14, 2025 at 8:05 AM.

C. Approve Minutes

Steve Palmer made a motion to approve the minutes from January.

Toyuwa Newton seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Governance

A. Bylaws

Jeff Whitmore presented the updated Bylaws to the committee, highlighting revisions made in collaboration with legal counsel and BoardOnTrack. Key updates include clarifying language by changing "Trustees to begin term" to "term begins on," adjusting the minimum number of required Board meetings to eight, and moving the information on remote participation to its own dedicated section.

Toyuwa Newton made a motion to recommend the draft bylaw amendments to the full Board of Trustees at the February Board meeting.

Steve Palmer seconded the motion.

The committee **VOTED** unanimously to approve the motion.

B. Trustee Recruitment

The discussion then transitioned to Trustee Recruitment. Jeff Whitmore provided an update on Kara McLaughlin's conversation with Latinos for Education. The committee will continue identifying potential trustee candidates before the March 31st deadline, focusing on individuals with expertise in HR, legal, and commercial real estate.

C. BoardOnTrack Implementation

Fallon Burke reviews the BoardOnTrack platform with the committee and reminded members to login to make sure they have access.

D. Board Self-Assessment

Jeff reminded the committee to complete the MCPSA Board Self-Assessment before the end of the day.

E. Retreat Planning

The committee will begin retreat planning at the subsequent committee meetings in accordance with the Governance Committee Goals. Retreat planning will be a priority item on the March agenda.

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 8:49 AM.

Respectfully Submitted,
Fallon Burke

Documents Referenced During the Meeting:

- January Meeting Minutes
- SACS Bylaws for Review as of 2.12.25