

APPROVED



Salem Academy Charter School

Minutes

Governance Committee Meeting

Date and Time

Friday March 14, 2025 at 8:00 AM

The Salem Academy Charter School Governance Committee will at 8:00 AM via Zoom.

Zoom Link: https://salemacademy.cs.zoom.us/join/9tZlPdO-tqDorE9Z_VYyLHbZZu-e-udmOUqbQ

Committee Members Present

Edward Aroko (remote), Fallon Burke (remote), Jeffrey Whitmore (remote), Stephanie Callahan (remote), Steve Palmer (remote)

Committee Members Absent

Kara McLaughlin, Mark Stevens, Sal Martinez, Toyuwa Newton

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 Mar 14, 2025 at 8:04 AM.

C.

Approve Minutes

Stephanie Callahan made a motion to approve the minutes from Governance Committee Meeting on 02-14-25.

Steve Palmer seconded the motion.

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

II. Governance

A. Trustee Recruitment

Sally Ann Lopez - Jeff spoke with her, she is concerned about her availability, onboarding time, and committee requirements,

Kara McLaughlin has been speaking with the Latinos for Education. 3 or 4 people with HR expertise. Waiting to hear back after multiple follow-up emails. Jeff will also help to follow-up. All committees are to identify prospects by the end of the month in accordance with committee goals.

In regards to board make up, Jeff asks if we should outline best practice for the number of current parents, alumni, etc on the Board. Jeff was also ask BoardOnTrack if they have any advice of board makeup. We want to ensure a balanced board. Kara also mentions setting a goal related to Salem residents for board composition.

B. Trustee Mentorship

Mentorship for 3 newest trustees. BoardOnTrack has good mentorship resources. Jeff will share with committee. Kara also developed a draft outline, which will be shared with the committee.

Steve Palmer will mentor Laurie Kennedy

Kara McLaughlin will mentor Nohara. We need one for Chris.

C. Board Self-Assessment Update

According to MCPSA, 11 out of 12 trustees completed the self-assessment. Becuase of the participation, we get a dashboard through MCPSA.

Kara and Jeff will look at the annual calendar to see where there is time to review the results with the full board, potentially in April.

D. Retreat Planning

Jeff is meeting with Mike Mizzoni regarding Retreat Planning. reviewing the self assessment results will help inform retreat planning. BoardOnTrack also offers a meeting facilitator for retreats.

III. Other Business

A. Charter Amendment Request Update

Stephanie updated the committee on the charter amendment request. The feedback from the Commissioner expressed concerns about students transitioning from 8th to 9th grade. Additionally, they mentioned giving preference to schools that backfill. However, the attrition has not been flagged in other reporting, such as the Annual report. The Board will review the Commissioner's feedback at the next Board meeting.

B. 2025 REACH for College Gala Update

Fallon Burke reminded the committee about the REACH for College on Friday, May 9, 2025.

IV. 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 8:50 AM.

Respectfully Submitted,
Fallon Burke