

APPROVED



Salem Academy Charter School

Minutes

Governance Committee Meeting

Date and Time

Friday August 15, 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/meeting/register/aDnRwJjvR-mf0Ft2LEHz_w

Committee Members Present

Edward Aroko (remote), Jeff Whitmore (remote), Mark Stevens (remote), Steve Palmer (remote)

Committee Members Absent

Stephanie Callahan, Toyuwa Newton

Guests Present

Fallon Burke (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Jeff Whitmore called a meeting of the Governance Committee of Salem Academy Charter School to order on Friday Aug 15, 2025 at 8:07 AM.

C. Approve Minutes

Steve Palmer made a motion to approve the minutes from Governance Committee Meeting on 07-11-25.

Edward Aroko seconded the motion.

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

II. Governance

A. Trustee Recruitment

Jeff discussed trustee recruitment with the committee. We currently have one prospect that is ready for an ED meeting and tour of SACS. The prospect came from a connection to The Boston Club. She is the principal/owner of an architectural firm. She serves on the review board for MSB. Expressed a willingness to participate on all fronts. A school tour and ED meeting will be scheduled with her once the school year starts.

Steve had lunch with a prospect. Steve said a next step would be to potentially have a meeting with a Trustee. This prospect has facilities experience. Mark adds that it could be good to have someone involved in Finance, especially seeing as there is upcoming capital funding work.

We still need HR and legal expertise. Eddie is a part of the Boston HR Committee and will reach out to them and his network to see if there is anyone interested.

B. Retreat Planning

The committee discussed retreat planning. The committee reviewed the draft agenda.

Overlap between committees and how to structure them during the committee work time for 2026 goals. Stephanie would probably join Education. Committees should talk about the goal planning at their September meetings in preparation for the retreat. Create assignments for the retreat so we know who is meeting with who during the work time.

Our hope is that the MCAS will be unembargoed for the retreat, so that agenda item will ultimately depend on that.

Pre-Work

Re-read the strategic plan

Re-read/review the Board assessment results

Review goals

Fallon will send the draft agenda to Mike Mizzoni.

III. Closing Items

A. Adjourn Meeting

Mark Stevens made a motion to adjourn the meeting.

Edward Aroko seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:48 AM.

Respectfully Submitted,

Fallon Burke