

APPROVED



## Salem Academy Charter School

# Minutes

## Development Committee Meeting

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### Date and Time

Wednesday February 4, 2026 at 8:00 AM

### Location

Zoom: [https://salemacademycs.zoom.us/meeting/register/OSEL6L1OT2C6nQ-O8wh\\_pg](https://salemacademycs.zoom.us/meeting/register/OSEL6L1OT2C6nQ-O8wh_pg)

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The Salem Academy Charter School Development Committee will meet at 8:00 AM.

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### Committee Members Present

Fallon Burke (remote), Giselle Ortega (remote), Laurie Kennedy (remote), Nohara Lopez-Okoli (remote), Stephanie Callahan (remote)

### Committee Members Absent

*None*

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

Laurie Kennedy called a meeting of the Development Committee of Salem Academy Charter School to order on Wednesday Feb 4, 2026 at 8:04 AM.

### C.

### **Approve Minutes**

Giselle Ortega made a motion to approve the minutes from Development Committee Meeting on 01-07-26.

Nohara Lopez-Okoli seconded the motion.

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

### **D. Approve Minutes**

Giselle Ortega made a motion to approve the minutes from Development Committee Meeting on 01-22-26.

Nohara Lopez-Okoli seconded the motion.

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

## **II. Development**

### **A. Development Report**

Fallon Burke presented the development report as of 1/31/26.

### **B. Vote to Approve 2026 Committee Goals**

The Development Committee voted to approve the following 2026 goals:

1. By June 30, 2026, Salem Academy will raise \$125,000 to support the Annual Fund.
2. By June 30, 2026, the Development Committee and the Salem Academy Foundation Trustees will together create an initiative (event, campaign, or other) to recruit new support for Salem Academy.
3. By December 31, 2026, the Development Committee and SACS development staff will create a list of qualified prospects that increases the current list (as of January 1, 2026) by 10%.
4. By December 31, 2026, 10% of SACS trustees will become sustaining (monthly) donors.
5. The Development Committee will develop a practice of identifying potential trustees who can support the fundraising and advocacy efforts of the Board of Trustees and the School.

Nohara Lopez-Okoli made a motion to to approve the 2026 Development Committee Goals with minor amendments.

Giselle Ortega seconded the motion.

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

### **C. RFC Gala 2026 Planning**

Fallon Burke updated the committee on confirmed Gala sponsorships. Nohara identified additional prospective sponsors she will reach out to in the coming weeks. Regarding the Honoree and Awards, an invitation has been extended to the proposed honoree, and the

committee is awaiting a response. The committee will continue to solicit input and recommendations from staff to identify community partner organizations for recognition this year.

For the event program, the committee discussed potential adjustments to the ballroom layout. One idea includes placing student showcase stations closer to the entrance and repositioning the auction table accordingly. Another suggestion was to move the bar under the windows and position student displays nearer to the entrance to enhance visibility and engagement.

The committee also discussed the ongoing solicitation of auction items. Nohara shared additional prospects for outreach, and members agreed to continue pursuing auction prize donations in the coming weeks.

### **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 9:11 AM.

Respectfully Submitted,  
Fallon Burke

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#### **Documents used during the meeting**

- Development Reports FY26 - 1.31.26.pdf