

APPROVED



Salem Academy Charter School

Minutes

Development Committee Meeting

Date and Time

Wednesday April 1, 2026 at 8:00 AM

Location

Zoom: https://salemacademy.cs.zoom.us/join/0SEL6L1OT2C6nQ-O8wh_pg

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

Committee Members Present

Fallon Burke (remote), Laurie Kennedy (remote), Stephanie Callahan (remote)

Committee Members Absent

Giselle Ortega, Nohara Lopez-Okoli

Guests Present

Nina Cohen (remote)

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 Apr 1, 2026 at 8:05 AM.

C. Approve Minutes

Motion to approve the minutes from Development Committee Meeting on 03-04-26.

Fallon Burke seconded the motion.

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

II. Development

A. Foundation Board Collaboration

Nina Cohen, President of the Foundation Board, joined the meeting to discuss collaboration between the Development Committee and the Foundation Board, specifically around hosting a Lunch & Learn “friendraiser” event.

The proposed event would include lunch and a tour/observations of the school building. The committee discussed potential timing, noting that Tuesday, Wednesday, and Thursday are typically preferred. The week following the Gala will be avoided, and May 21 was identified as the preferred date, pending confirmation of other events such as the Read Trust visit.

The committee discussed attendance goals and invitation strategy. Nina and Laurie recommended that each Trustee and Foundation Board member invite 2–4 guests, with a goal of approximately 20 attendees. Stephanie suggested a more targeted approach, such as engaging Development Committee members, new trustees, or Board leadership (e.g., officers or committee chairs) to ensure strong participation and follow-through.

The event program will likely begin with a school tour from 11:30–12:00 PM, followed by a brief program highlighting the school’s strengths. Key messaging will include Salem Academy’s 100% college acceptance rate, the continuum of College & Career Readiness (CCR) embedded in the academic program, and ongoing support through college counseling and the Alumni Success Coordinator (ASC). The program will conclude with a call to action, with the event ending around 12:45 PM.

The committee also discussed incorporating student engagement, such as having student ambassadors lead tours. While students have previously spoken at similar events, they have not typically joined for lunch; the committee discussed offering follow-up opportunities for deeper engagement with students.

The proposed theme is “Take a Peek: What’s Behind the Success of Salem Academy.” Nina will draft invitation language and share it with Fallon for review. Laurie will follow up with the Board’s executive leadership regarding participation.

The committee also discussed leveraging a community partnership list to highlight collaborations and considering engagement with elected officials through Service-Learning connections.

B. Development Report

Fallon Burke presented the March Development Report.

C. Progress Toward 2026 Committee Goals

The committee did not discuss progress toward committee goals.

D. RFC Gala 2026 Planning

The committee held a brief discussion on enhancing student and alumni engagement during the Gala. Laurie Kennedy suggested incorporating a fireside chat or interview-style segment with Marty Miz, the MC and DJ, to highlight student voices and experiences.

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 8:59 AM.

Respectfully Submitted,
Fallon Burke

Documents used during the meeting

- Development Reports FY26 - 3.31.26.pdf