
**Salem Academy Charter School
Minutes of the Monthly Meeting of the Board of Trustees
Wednesday, September 26th, 2018 at 6:00 pm, Room 114**

Members Present: Nina Cohen, Steve Palmer, William Henning, Rick Jones, Daniel McCaughey, Alfonso Perillo, Mekka Smith

Members Absent: Michelle Aroko, David Pabich, Christine Wynne

Staff: Stephanie Callahan, Sean Gass, Diego Fellows, Leni De los Santos, Alex Dean

Guest: Fawaz Abusharkh, Pam Rochna, Felicia Pierce

I. Call to Order

The monthly meeting of the Board of Trustees of the Salem Academy Charter School was called to order on September 26, 2018 at 6:17pm, in Room 114 by Chair, Nina Cohen. Nina began the meeting by welcoming Felicia Pierce, a Board member candidate; Youth Build Program Director at the North Shore CDC and Alex Dean, 9th grade Math teacher and Curriculum team leader. Nina also reminded Board Members the Charter Renewal focus group with inspectors was the next morning, Thursday September 27th at 8:00am in Room 134.

II. Approval of the Minutes

MOTION: The minutes of the July 25, 2018 meeting were presented for review. Nina Cohen requested a minor edit. Rick Jones requested a motion to approve the minutes as amended. Bill Henning made a motion to accept the revised minutes, with the motion seconded by Steven Palmer, it was approved to accept the July 25, 2018 monthly meeting minutes with amendments. The motion carried unanimously.

III. Public Comment

Fawaz Abusharkh announced the Meet the official's day event, in the Lynn Mosque, North Shore Islamic Center in Lynn on October 20th from 1-4pm, they will have Homestead and Fraud Protection presentation and everyone is welcomed.

Pam Rochna announced she attended a health and wellness expo where she met a healthy food vending machine representative, and would like to share the idea of incorporating healthy food vending machines in the school as an alternative. She will connect with Stephanie Callahan about the details.

IV. New Business

Drew Betts gave an overview of the school's Athletic program. Drew shared Salem Academy is a member of the MCSAO, Massachusetts Charter School Athletics Organization and received the Jack O'Brien award from the Massachusetts Charter School Athletic Organization for the athletic department with the highest overall winning percentage.

Drew also highlighted that 70% of our students participate in at least one sport during the school year.

Drew introduced three high school students that are actively involved in the athletic program since middle school. The students shared their experiences in the different sports and stated that participating in the athletics program not only helped them develop and grow as athletics but also helped them build relationships and learn time management skills. They also highlighted how supportive, their coaches have been over the years and how they see them as role models.

V. Committee Reports

a. Finance Committee

i. Audit Update

Alfonso reported the auditors are completing the financial statements and overall the audit has gone well.

It will be reviewed by the Finance Committee, then completed for the Board meeting in October and submitted on November 1, 2018.

ii. Monthly Financials

Alfonso reported overall the school's balance sheet is strong and within budget.

Alfonso highlighted the net income is \$231,741 and also shared money will be transferred from the Read foundation quarterly transferred.

The school current ratio is 1.61 and cash on hand 396 and it is considered to be at low risk, with 60 days of cash on hand.

b. Development

Diego Fellows reported The Reach the Beach Fundraiser raised \$6,280 and overall the school has raised approximately \$9,000. Diego also shared they will be starting the Annual fund campaign in a few weeks, and added the development committee is now tracking all the grants. Additionally, the board discussed the 15th year anniversary plans.

c. Governance

Rick Jones reported Josh Biber offered his resignation from the board officially, and Shelby Morrison will be officially joining the Board on January 2019. Shelby needs to be elected to fill Josh Biber's seat for the remainder of the year. The Board will vote to elect Shelby Morrison in the October 2018 meeting. Rick also reported Kathy's Evaluation will be reviewed and shared in the October 2018 meeting.

d. SFC

Pam Rochna reported the first SFC meeting was on September 5, 2018 and was very well attended. Pam announced the Calendar Raffle sales will start on November 2018; tickets will be drawn on December, and 100% of the funds benefit Student Accounts directly for Field Trips and other school related expenses.

Pam announce that during the 12th grade level meeting at Back to school Night, she informed parents the Calendar Raffle fundraiser can fully fund the \$300 Senior trip. Pam stated the initiative of publicizing the Calendar raffle during parent meetings might help increase sales.

Pam also added the SEF Tickets sales will be on October 2018 and the SFC's goal is to sell 600 tickets. The SFC receive \$1 for each ticket sold after the first 100. This equals \$500 for the SFC.

VI. Head of School Report

Stephanie Callahan reported all MCAS and Accountability results will be made public on Thursday, September 27, 2018 and said she is happy with the results in general.

Stephanie also reported the lower school adopted and new math curriculum system called Eureka Math. This is a pilot year with Eureka Math, but it has been used in the past as an instructional resource. Sean Gass reported in the Upper School they have adopted ThinkCerca literacy program across curriculum areas, and now the teachers are in the implementation process and teachers report that it has been a strong start; it is a supportive and rigorous program.

Sean also added as part of the college report that the seniors are getting ready for their college application process. Posse scholarship nominees have started the selection process. The faculty nominated eight students and seven have been invited to the semifinalist round of interviews.

Sean also added, this year SACS continues ongoing partnerships with LEAP for Education, Gateway to College, the YWCA Youth Leadership Initiative, YMCA Girls Group and Peer Mediation Training and Program through North Shore Mediation Center. SACS will host a Healthy Relationships event for parents in partnership with LEAP on Tuesday, October 16, 2018.

VII. Executive Director Report

Stephanie Callahan reported there are currently 490 students enrolled. The school is overenrolled for the start of the year, with a very healthy waiting list. 9th grade has currently 79 students enrolled and 27 on the waitlist, mostly non-Salem residents.

Stephanie reported asbestos testing reveals no asbestos in the building. The school is exempt from further testing. Stephanie also added all federal programs are in compliance.

Stephanie announced the school will be implementing a new access control system at the main entrance. All visitors will be required to gain access to the building through a closed circuit monitoring system located outside of the main entrance.

Stephanie added the school is also in the process of updating the Multi Hazard response plan, for all three buildings; Sidekim is the new food vendor; and some of the staff members are being trained as CPR instructors and will train teachers in CPR so that they are prepared for emergencies.

VIII. Motion to Adjourn

Nina Cohen requested a motion to adjourn the meeting. Bill Henning made a motion to adjourn the meeting with the motion seconded by Steven Palmer, it was unanimously approved, the meeting adjourned at 7:55 pm.