

**MINUTES**

**Board of Trustees Meeting**

**Wednesday, April 26, 2017**

**6:00 pm, Room 124**

Members Present: Nina Cohen, Rick Jones, David Pabich, Christine Wynne, Karen Cady, Alfonso Perillo, Thomas Monroe, Janine Matho

Members Absent: Steve Palmer, Joshua Biber, Bill Henning, Michelle Aroko

Guests: Chyna Onembo, Taylor Wright, Coree Dovev, Mathew Skeadas, Sarah Roy, Elizabeth Reickert, Sean Gass, Linda St. Pierre, Andrew Betts, Jennifer Lebzelter, Christian Foster, Sean O'Neil, Fawaz Abusharkh, Stephanie Callahan, Pam Rochna

I. Call to Order, Welcome  
Nina Cohen, Chair

II. Minutes of the Meeting of March 22 , 2017 [VOTE]  
Rick Jones

**Motion:** The minutes of the March, 2017 meeting shall be approved as written. Motion made by Rick Jones and seconded by David Pabich.

**Resolved:** The motion carried unanimously.

III. Public Comment

There was no comment made by the public.

IV. New Business

A. Election of Janine Matho

Appendix A

**Motion:** Nomination of Janine Matho. This position will be held for a three-year term retrospectively starting January 1<sup>st</sup>, 2017 and ending on December 31<sup>st</sup> 2019. The motion was made by Nina Cohen and was simultaneously seconded by Karen Cady and Thomas Monroe.

**Resolution:** The motion carried unanimously. Janine Matho was elected to the Salem Academy Board of Trustees. She will serve as Chair of the Education Committee.

Upcoming Events:

A. Dr. Nile Albright, Dennis Spear, and Oliver Robinson, Trustees of the Norman H. Read Trust, will meet with the Salem Academy Board of Trustees Tuesday morning, June 6 from 9:00 – 11:00 am in the Albright Center Gallery.

B. June 8: Family Picnic at Winter Island

C. Graduation June 16: 6:00PM, Salem Waterfront Hotel, Reserved seats for Trustees.

D. Year-end Gathering June 30. Board Members are invited to the Year-End gathering with staff and faculty, Trattoria Orsini, Congress Street, 4:00 – 6:00 pm.

V. Head of School Report / Safe and Supportive Schools  
Stephanie Callahan / Sean Gass / Chyna Onembo

Appendix B

Stephanie Callahan introduced Chyna Onembo, Mathew Skeadas, Taylor Wright, Sarah Roy, Elizabeth Reickert and Linda St. Pierre, who alongside the principals, make up Salem Academy's Student Services Team. Lauren Cole, the school nurse, is also on the team.

The Student Services Team members introduced themselves and then summarized how they influence school culture and what prompted Salem Academy to organize this team.

Sarah Roy described the impact Trauma has on learning and student success. The outcomes of trauma are individual and thus, a significant amount of time is spent with each student.

Linda St. Pierre detailed how this trauma can impact individual student learning and the history of the Safe and Supportive School team at Salem Academy.

Chyna Onembo described the program timeline. Salem Academy is currently in the middle of this timeline and has begun implementation and dissemination of the program this year. Additionally, Taylor Wright shared the mission statement of the Student Services Team. This mission statement includes three prime topics: Parent Engagement, Community, and Professional Development.

Stephanie Callahan, Sean Gass and the rest of the team described the actions the Salem Academy community has taken as they continue to become a Safe and Supportive School. We continue to work with Joe Ristuccia on all aspects of the safe and supportive schools mission. SACS hosts accredited Leslie University courses related to trauma sensitive teaching techniques and practices at Salem Academy that are open to District educators as well as our staff.

Lower School MCAS is happening currently.

End of school events are ramping up.

VI. Preview Spring Sport Program  
Drew Betts

Drew Betts, Salem Academy's Athletic Director, gave an overview on the sports program at Salem Academy.

VII. Executive Director Report  
Sean O'Neil

Appendix C

Sean O'Neil outlined the Executive Director Report for the Board of Trustees. His outline included the following highlights:

- A. Enrollment for Salem Academy next year looks very healthy for all grades
  - a. 26 Ninth graders have accepted spaces (>50%)
- B. The salary structure has been defined for teachers. Teachers are happy.
- C. A letter to parents has been sent out which reinforces Salem Academy's mission statement of full student inclusivity regardless of background or status.

VIII. Finance Committee Report  
Thomas Monroe

Appendix D

Thomas Monroe summarized the Finance Committee Report. The budget of Salem Academy Charter School looks healthy.

IX Short Reports

A. SFC Report Pam Rochna

The winning raffle ticket from October's Salem Education Foundation citywide raffle was won by a Salem Academy family who will get to eat dinner in Barcelona! The scholarship committee continues to meet and would like to have a report to Sean Gass by the middle of May. A book drive has been planned for the end of the year. Yankee Candle sales yielded \$11,000, down \$4,000 from last year's proceeds. Current co-chairs Pam Rochna and Pam Boardway will retire after this year. Parents interested in leading the parent group should contact Sean O'Neil.

The SFC is looking for members!

B. Search Committee Steve Palmer

Nina Cohen gave Steve's report. The Board of Trustees has created a transition team. The Board of Trustees was asked their opinions on what should be included in Kathy Egmont's transition. A flash survey was handed out and completed by Board Members and guests.

C. Development Committee Christine Wynne

The Arts Center opening drew approximately 300 people and was a huge success.

D. HR Committee Karen Cady

The HR Committee will meet in May.

E. Facilities Committee David Pabich

The contractor hopes to get a certificate of occupancy by the end of May. That will mark the conclusion of their work. Installation of the hardwood floor, the basketball hoops, the scoreboard, the bleachers, and the lockers is schedule from mid -May to the first week of August. While there have been a few delays along the way. The gym will be finished prior to the beginning of the new school year.

VIII. Vote to Adjourn Regular meeting [VOTE]  
Nina Cohen

On motion made and seconded, Nina Cohen adjourned the meeting at 8:59 PM.