

Salem Academy Charter School
Minutes of the Monthly Meeting of the Board of Trustees
Wednesday, December 14, 2016 at 6:00 pm, Room 124

Members Present: Peter Copelas, Nina Cohen, Steve Palmer, Leslie Tuttle, Paige Nalipinski, Thomas Monroe, Ana Nuncio, Karen Cady, Christina Wynne

Members Absent: Rick Jones, David Pabich, Joshua Biber,

Guests: Stephanie Callahan, Sean Gass, Sean O'Neil, Fawaz Abusharkh, Jennifer Lebzelter, Christian Foster (minute-taker)

I. Call to Order, Welcome
Peter Copelas, Chair

The monthly meeting of the Board of Trustees of Salem Academy Charter School, 45 Congress St., Salem, MA was called to order on December 14, 2016 at 6:20 PM in room 124 by Chair, Peter Copelas.

II. Minutes of the Meeting of November 21, 2016 Appendix A
Paige Nalipinski

Motion: The minutes of the November, 2016 meeting shall be approved with corrections. Motion made by David Pablich and seconded by Leslie Tuttle.

Resolved: The motion carried unanimously.

III. Public Comment

Fuzzy thanked the board members for being a part of the board and wished them well in their future endeavors.

IV. Committee on Trustees Report Appendix B
Nina Cohen
A. Election of Trustees

Motion: Nomination of Nina Cohen and Steve Palmer for three-year terms. The motion was made by Peter Copelas and was seconded by Leslie Tuttle.

Resolution: The motion carried unanimously. Steve Palmer and Nina Cohen have been elected, both for their second three-year term.

Motion: Nomination of William Henning, Alfonso Perillo and Christine Wynne for membership on the Board of Trustees for Salem Academy Charter School for three-year terms beginning on January 1st, 2017 and ending on January 1st, 2019. The motion was made by Paige Nalipinski and was seconded by Leslie Tuttle.

Resolution: The motion carried unanimously. William Henning, Alfonso Perillo and Christine Wynne have been elected, each for their first three-year term.

B. Election of Officers [VOTE]

Motion: Nomination of Nina Cohen for Chair of the Board, Steve Palmer for Vice Chair of the Board, Thomas Monroe for Treasurer of the Board, and Rick Jones as Secretary of the Board. These positions will be held for one year terms starting January 1st, 2017 and ending on December 31st, 2017. The motion was made by Paige Nalipinski and was seconded by Leslie Tuttle.

Resolution: The motion carried unanimously. Nina Cohen, Steve Palmer, Thomas Monroe and Rick Jones have been elected to the respective positions, all for one-year terms.

Motion: Nomination of Steve Palmer for Chair of the Trusteeship Committee. This position will be held for a one-year term starting January 1st, 2017 and ending on December 31st, 2017. The motion was made by Paige Nalipinski and was seconded by Thomas Monroe.

Resolution: The motion carried unanimously. Steve Palmer has been elected as the Chair of the Trusteeship Committee for a one-year term.

C. Farewell to Retiring Trustees

The Salem Academy Board of Trustees bade farewell to the following board members: Paige Nalipinski, Leslie Tuttle, Ana Nuncio and Peter Copelas for their hard work over the years. The school is incredibly grateful for the work they have done for the students and community of Salem Academy.

VIII. Committee Reports

A. Development Committee Nina Cohen

The Development Committee is sending out a letter to 1,200 people in an effort to sell theatre seats for the new arts center. There is still a large gap between the money that has been raised and the money needed to fund the rest of the theatre. The Development Committee has set a goal to raise \$18,000. They have currently raised \$4,000 of that \$18,000 total.

March 29, 2017 is a scheduled open house for the Arts Center. This will be an opportunity for parents and committee to see student work and musical performances.

Saturday March 25th is an opportunity for board member training up at the Pingrey School in Hamilton, NH.

B. HR Committee Karen Cady

Over thanksgiving weekend, Rick Jones, Karen Cady and Alfonso Perillo met to talk about goals for the year. Thursday, December 15th will be a meeting Jane Callahan on HR practices at Salem Academy.

C. Finance Committee Thomas Monroe/Peter Copelas

Appendix C

The project revised tuition rates were published last December 24th, 2015. This year, Sean O'Neil will gather these projections and share more information at the next board meeting. Employee salaries and other finances are determined in a large part from this number.

The numbers look healthy and the Finance Committee has altered a few of the rent totals due to Salem Academy's inability to move into the new arts facility.

D. Facilities Committee

David Pabich (Peter Copelas spoke on his behalf)

The facilities committee continues to monitor the pace of the construction. In terms of the gym plans, there are a few plans that have not been confirmed. In terms of building occupancy, the architect agreed to a number of around 1,000 occupants, a significant increase in the original number.

The general design for the gymnasium has been set however there have been a few key points raised by the facilities committee:

- a. The construction on the gym has begun although a bit late and with a changed occupancy.
- b. Woods floors are a must for the gym.
- c. There is a height requirement for volleyball ~23 feet above the center of the volleyball net. In the plan, there is a full 28-foot vertical measurement in the center of the court which passes the requirement.
- d. June should be the final completion month for the gym.

Sean O'Neil made the point that a contractor is working on the gym whereas Shetland Park is working on the arts center. Contractors work quickly and efficiently to limit costs on their side. Shetland may not be working as quickly due to other tenants that have moved in. The current plan from Salem Academy and the Facilities Committee is to accept the classroom sections of the new art center (needed by the start of Quarter 3) without accepting the theatre section. There will be stipulations on when the theatre needs to be done however that will be ironed out. Rent will be calculated most certainly by square footage occupied.

IX. Search Committee Report

Steve Palmer

The Search Committee and Alison Wyatt are on pace with the original timeline and have begun to screen candidates. Candidates have been collected thus far through general advertisement and have also been nurtured from recommendations. Screenings have begun and will continue in the new year.

A minimum of 4 candidates will be brought to the school for day-long interviews.

Nina Cohen has taken an increased role in the search process. Stephanie Callahan reinforced the fact that the search process will increase after the December break.

X. Vote to Adjourn Regular meeting

Peter Copelas

A motion to adjourn was seconded by Nina Cohen and was passed at 7:03PM.