

Meeting Minutes

Board of Trustees Meeting

Wednesday, May 23, 2018

6:00 PM Room 114

Members Present: Rick Jones, Alfonso Perillo, David Pabich, Nina Cohen, Steve Palmer, Christine Wynne, Michelle Aroko, Daniel McCaughey

Staff: Stephanie Callahan, Kathy Egmont, Sean Gass, Diego Fellows, Leni De Los Santos, Melissa Lassen

SFC Rep: Pam Rochna

Guest: Fawaz Abusharkh

I. Call to order, Welcome

Nina Cohen called the meeting to order at 6:08PM.

II. Minutes of the Meeting of April 25, 2018

Rick Jones

The minutes of the April 25, were approved with corrections. It was clarified that Steve Palmer motioned to approve Mekka Smith to the Board of Trustees. Rick motioned to approve the minutes as corrected. Nina Cohen seconded the motion and the minutes were approved by unanimous vote.

III. Public Comment

SFC: Pam Rochna wanted to remind the Board that the SFC Picnic would be on Thursday, June 7, 2018 from 5-7PM at Winter Island Pavilion. The style is potluck and Pam asked the board to bring desserts.

Fawaz Abusharkh announced a Town hall meeting with Councilor At-Large Domingo Dominguez on Wednesday, May 30 at 7pm at Salem High School. The meeting will cover issues going on in Salem and will feature a Q & A.

IV. Report on College Decisions

Melissa Lassen

Melissa Lassen, Salem Academy's College Counselor provided a report on the college admissions process for our students. She provided an explanation of the support for students in Upper School over the four years at SACS. She explained that she has meeting with all of the students and that her goal is to create a four-year plan that is sustainable and makes financial sense. She continued by explaining due to the support the students get at Salem Academy, 100% of our graduates have been accepted to a college or university of their choice. One student of ours will be going internationally (McGill). A discussion followed examining the type of students we have and what other services we are thinking about offering to students while at Salem Academy to give them a leg up in college.

V. Finance Report
Alfonso Perillo

Alfonso Perillo began by discussing the new and improved dashboard for financial reporting. A discussion followed looking at the highlights (see below) and what our financial outlook will be. The second part of his report focused on the proposed 2018-2019 budget. Part of his rationale for budgeting came from a presentation given from the MA Charter School Association. He explained that the final vote would come in June following the final distributions from the state.

Highlights

- Tuition rate dropped by approximately \$800 per pupil, total loss of revenue \$380,000.
- Read Grant Recognized in FY2017
- Insurance increased by 8% vs. the 5% budgeted
- Utilities trending below budget
- The forecasted operating cash deficit is \$25,854 (add restricted and remove depreciation)
- The school has 59 days cash on hand making us medium risk.
- The school has more assets than liabilities, low risk.
- Any monies that comes from Read Grant, Cummings or other outside funding source will go into the Foundation.

VI. Head of School Report
Stephanie Callahan & Sean Gass

Stephanie, Sean and Kathy submitted paper reports but identified key dates in the future. The 9th & 10th Grade Semi-Formal will be on June 1st. Stephanie announced that we have a verbal agreement for a new dance teacher. Sean explained that the Honors Service Learning presentations have happened and more will occur in June. A discussion followed looking the enrollment numbers for the next year. Sean explained that the retention level for the 9th grade is good, and we have seen typical retention rates across the board.

VII. New Business

a. Read Trust Meeting Tuesday, June 5, 2018 9AM

Following previous discussions with members of the Read Trust, Kathy announced that SACS is looking to add a WISE group and advocate for math programming for minority students. She announced that LEAP for education is willing to partner with us in this endeavor. Kathy also listed other things that we are asking from the Trust including new Chromebooks, a new science classroom and money for the makerspace. The Science team created a report that was shared with Dr. Albright highlighting the goings on in Science at Salem Academy. Kathy indicated that she would send out talking points for those who will be attending.

b. Graduation will be occurring Friday, June 15, 2018 at 6pm in the Norman H. Read Gymnasium. There will be an end of year gathering on June 29th.

VIII. Review of the Strategic Plan
Steve Palmer

No formal notes were taken, as this was a working session for the board.

IX. Vote to Adjourn

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Nina Cohen called for a motion to adjourn. The motion was seconded by Daniel McCaughey and unanimously approved by unanimous voice vote. The meeting ended at 8:45PM.