



**Public Board Meeting Minutes  
December 10, 2020**

**Meeting Start Time:** 6:12 pm (Meeting held via Zoom Conference Call)

**Meeting Adjourned:** 7:36

**In Attendance** (In order of Zoom Call Review): Meghan Newberry, Courtney Loughney, Matt Petrin, Janine Salomone, Mike Reilly, Courtney Fox, Sara Stabb, Sarah Nagle, and Loren Holland

**Regrets:** Natalie Marchiani, Becky Phillips, and Avery Stewart

**Guests:** Lindsay Abraham and Erica Richardson

**A Message from the Board Chair**

The Board Chair discussed her reflection on the past year and the challenges and successes of the school. The Board Chair acknowledged that we have experienced a significant amount of change with respect to our leadership and structure. She communicated her gratitude for the FSMA Community: teachers, parents, students and the Board of Directors. Along with gratitude towards Courtney Fox and Liz Madden for their inspiring leadership. The Board Chair expressed hope to what 2021 will bring.

**Public Comment**

No public comment recorded.

**Approval Public Minutes**

Motion to approve the October 22, 2020 public board minutes. Motion made by L. Holland. Second by M. Reilly. No objections. No abstentions.

**Head of School Report**

The Head of School provided updates to the Board on the following:

- Results from survey to family and staff on FSMA's Distance and Hybrid Program;
  - 93% of families are satisfied with the programs
  - Believes satisfaction rate is due to families being able to choose between the hybrid and distance program in addition to the hard work of the teachers
  - Survey was used make adjustments for second semester
- Changes to FSMA's plan from first semester to second semester;
  - Added an additional day to 4/5/6 students
  - Changes to the format of specials
  - Added electives to middle school
  - Added a live component to asynchronous Wednesdays
- Governor Carney's recommendation that schools move to distance learning until January 8<sup>th</sup>; and
- FSMA's Covid cases and the impact of quarantine.

**Approval of Annual Meeting Minutes**

Motion to approve the October 22, 2020 public board minutes from the Annual Meeting. Motion made by J. Salomone. Second by M. Reilly. No objections. No abstentions.

**Committee Reports**

***Executive Report***

The Executive committee is working on providing some additional strategic development and direction for our committees especially for the Development Committee. The goal is to ensure each committee is clear on their focus and make sure it is in alignment with the head of school. Correspondence was sent to the Board



members requesting their preference for committee selections. Board members should communicate their committee preference to the Board Secretary by the end of next week. The Board Chair will be reaching out to the Board members to set up an individual one on ones, which will include discussions on committee interest.

***Development Committee Report***

No updates

***Finance Report***

The Head of School reviewed the monthly narrative and web report details. The reports reflected the numbers up to October 31, 2020 which represents 1/3 of the school year. As for Revenue, the Head of School is anticipating additional money from New Castle CARES Act money to be deposited very soon. For expenses, we are at 40% of our expenditures at 33% of the year. The reason for this is because FSMA pays for the debt service payment up front and for capital outlays at the beginning of the year. For the general section, the final unit count number is reflected at 604 students. The budget is based on 600 students. The Head of School reported that all bond documents that were due in November were submitted on time. Head of School expanded on previous Board Discussions about the reason for the increase in maintenance expenses. We are still trending over our budgeted amount for maintenance expenses. Motion to approve and post the monthly narrative and web report made by L. Holland. Second by C. Loughney. No objections. No abstentions.

***Governance Report***

S. Nagle and L. Holland provided an update. The committee continues to see interest from people who are interested in joining the Board. The Governance Committee intends to follow up with two potential new Board members.

***Executive Session***

Motion to move into executive session by M. Reilley. Second by L. Holland. Moved into executive session at 6:56 pm. Returned from executive session at 7:34 PM. Board approved the creation of legal committee and a compensation review committee.

Motion to adjourn by L. Holland. Second by J. Salomone. Meeting adjourned at 7:36 pm.