**Public Board Meeting Minutes**

**June 24, 2021**

**Meeting Start Time:** 6:17 pm (Meeting held via Zoom Conference Call)

**Meeting Adjourned:**  6:48 pm

**In Attendance** (In order of Zoom Call Review): Meghan Newberry, Loren Holland, Courtney Fox, Mike Reilly, Janine Salomone, Kim Lopez, Matt Petrin, Sara Stabb, Shannon Tumolo, and Avery Stewart

**Regrets:** Becky Phillips, Nyla Millar, Sarah Nagle, and Dan Scholl

**Guests**: None

**Public Comment**

No public comment recorded.

**Approval Public Minutes**

The minutes from the May 27, 2021 public board meeting were reviewed. A motion to approve the May 27, 2021 public board minutes was made by M. Petrin. Second by J. Salomone. Vote passed. No objections. No Abstentions

**Website Monitoring Report from Department of Education**

* Report was received on June 24th
* Overall rating is *Does Not Meet Standards*
* Three areas were noted that needed correction. The DOE provides 36 hours to correct any areas labeled that do not meet standards. M. Newberry and C. Fox have sent the requested material to the web team to post within the next 24 hours.

**Head of School Report**

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

* What does June look like at FSMA:
  + End of the Year Parade
  + Graduation – 45 8th graders moving on to high school
  + Staff Celebrations – staff who are retiring or moving on
  + Reflective Activities
  + Professional Development
  + End of Year reports - many due by June 30th
* Student and Teacher Retention over the last 6 years was discussed
  + Student Retention: 95%
  + Teacher Retention: 90%
  + The last known statistic for statewide teacher retention is 84%-88% for all schools and 75%-85% for Charter Schools. This was approximately three years ago.

**Committee Reports**

***Executive Committee Report***

M. Newberry reported that the Executive Committee will be meeting on the 4th Monday of every month.

***Governance Committee Report***

M. Newberry reported that the Governance Committee plans to look through the bylaws, the onboarding and interview process of new board members, and looking at the feedback they received. They are scheduled to meet next on July 12th to talk through the recommendations they received so far. They will provide an update at the July meeting.

***Development Committee Report***

M. Newberry reported that the link that was sent with the shared document of target ideas, events, and brainstorming was recirculated. No additional feedback was received so the committee will start to meet to talk about implementing the plan from the calendar. M. Newberry thanked former board member, Courtney Loughney for her work on with the Development Committee. If anyone is interested in joining the Development Committee, please let M. Newberry know.

***Finance Committee Report***

M. Petrin provided the Finance Committee report. As of May 2021, we are 92% of percent of the way through the year. We collected about $273,000 in Federal Funding. The proposed budget expenses are $9.4 million. Expenses to date are at 7.95 million. We are 85% of the way through our budget expenditures, which is on target for the rest of the year since we are 92% of the way though the year. Reserves are unchanged from prior months. Expect to end the year at $2.2 million.

M. Petrin reported that he is in the process of creating an onboarding packet on Financials for new board members. A preliminary budget was provided to the board members to review in anticipation of the next meeting. A new document on the revenue bond covenants was provided. M. Petrin provided a general summary of the Revenue Bond Covenants document that was provided in the financial packet. He reported that there are two financial covenants that we need to keep our eye on. The Debt Service Coverage Ratio and the Days Cash on Hand Covenants.

A motion to approve and post the monthly web report and finance narrative was made by M. Reilly. Second by J. Salomone. Vote passed. No objections. No Abstentions

There was no Executive Session held during the meeting although it was on the agenda.

M**otion to adjourn by M. Petrin. Second L. Holland. Meeting adjourned at 6:48 pm.**