



**Public Board Meeting Minutes  
October 28, 2021**

**Meeting Start Time:** 6:04 pm

**Meeting Adjourned:** 7:14 pm

**In Attendance** (Via Zoom): Janine Salomone, Michael Reilly, Matt Petrin, Becky Phillips, Kim Lopez, Nyla Millar, Loren Holland, and Courtney Fox

**Regrets:** Meghan Newberry, Dan Scholl, Sara Stabb, Sarah Nagle, Shannon Tumolo, and Avery Stewart

**Guests:** Tracy Long, Liz Madden, Holly Pommerening, and Lindsay Abrams

**Public Comment**

- No public comment was received.

**Approval Public Minutes**

- The minutes from the September 16, 2021 public board meeting were reviewed. A motion to approve the September 16, 2021 public board minutes was made by M. Reilly. Second by M. Petrin. Vote passed. No objections. No abstentions.

**Website Monitoring Report from Department of Education**

- Report was received on October 25, 2021
- Overall rating is *Meet Standards*

**Head of School Report**

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

- Update on State Assessments/State Report Card
  - o The State Assessment is for students in 3<sup>rd</sup> through 8<sup>th</sup> grade.
  - o Approximately 47% of FSMA students took the State Assessment last year. This was lower than previous years as the test was optional last year.
  - o FSMA ELA Proficiency Level: 62%, FSMA Math Proficiency Level: 48%
  - o The scores were looked at in comparison to the State's overall average and in comparison to Charters and School Districts in New Castle County. The Delaware State Overall for ELA was 42% and Math was 27%.
  - o Out of 65 schools in New Castle County, FSMA was ranked 5<sup>th</sup> in ELA and 8<sup>th</sup> in Math.
- Covid Updates and Protocols
  - o FSMA's number of positive Covid cases are tracked on the website each week. There has been a total of 19 cases to date. Last week and current week, there were 0 positive cases.
  - o Each week, FSMA test approximately 600 people.
  - o The State is working on a roll out plan for vaccine education for 5-11 year old's and how to make the vaccine easily accessible.
  - o FSMA estimates a 55-65% vaccination rate amongst the middle school students at FSMA that are currently eligible for the vaccine



- o As of 11/1/21, the new State requirement that all school employees be vaccinated or do weekly testing is in effect. FSMA has been in compliance with this since last spring.
- Presentation on MTSS by Liz Madden (Director of Education) and Holly Pommerening (School Psychologist)
  - o MTSS stands for Multi-Tiered System of Support. It describes a whole-child approach of education. It takes in consideration student academic performances and their social-emotional development in order to meet students where they are and help them develop.
  - o MTSS also deals with professional development for staff so that they have the tools to educate students in academic areas and in social and emotional areas.
  - o MTSS is not new to FSMA. FSMA has been using Response to Intervention (RTI), which is a structured system similar to MTSS in areas of reading and math. Delaware legislation now mandates schools to implement a MTSS framework for supporting all students' learning.
  - o The various types of screening assessments were shared, which include screenings for written expression, oral expression, and listening comprehension.
  - o A timeline for how students are screened and assessed was shared.
  - o The types of support FSMA provides for Social Emotional Learning was reviewed with examples of what teachers are doing to make sure all students are supported to grow.

### **Covid Leave Policy**

- A proposed Covid leave policy was shared with the Board.
- The purpose of the policy is to allow employees to receive paid leave if they need to be out because of Covid. The State of Delaware is willing to reimburse schools for substitute teachers when a teacher needs to take Covid leave, but only if the school has a board approved policy.
- The policy identifies who qualifies for the Covid leave, how many days they can take, and how they request the leave. This 10 days of leave is separate from their sick leave. Employees can also use their sick leave if they need more than 10 days.
- A Motion to approve the policy with updating the name of the Human Resources contact was made by B. Phillips. Second by K. Lopez. Vote passed. No objections. No abstentions.

### **Committee Reports**

#### ***Executive Committee Report***

L. Holland reported that the Executive Committee met on Monday the 25<sup>th</sup>. The Executive Committee reviewed the Covid Leave policy, and made some suggested changes. The Committee also reviewed some changes from the Governance Committee in addition to financial and budgeting matters.

#### ***Development Committee Report***

B. Phillips reported the next task on the calendar is the leaf solicitation in December. The committee needs to connect with the Head of School in order to determine how they want to manage the communication to the families. An update will be provided once the Development Committee is able to meet with the Head of School.

#### ***Finance Committee Report***

M. Petrin provided the Finance Committee Report and reviewed the September Narrative. Through the month of September, FMSA collected \$784,000 in revenues, most of which were local funds. Expenses to



date were approximately \$2.75 million. We are at approximately 23% of the way through the budget. For the full year, we are projecting an operating deficit of \$457,000. However, with the contingency reserves the deficit will likely be \$288,000. The Finance Committee is taking a hard look at the budget to see what areas can be tightened up in order to break even for the year. A more accurate number will be provided in the next month or two. The Head of School reports that she believes the change in local funding for all Charter Schools in the State is one of the reasons there may be a deficit. Another reason was because of the change in the enrollment number. FSMA was 25 kids short of what was anticipated due to changes that had to be made because of Covid safety requirements.

A motion to approve and post the monthly web report and finance narrative for September was made by M. Reilly. Second by B. Phillips. Vote passed. No objections. No abstentions.

M. Petrin also shared the annual audit report from our independent auditors, Barbacane Thorton & Company. They completed their audit for the fiscal year ending June 2021. Their audit found no material misstatements. They issued an unqualified opinion to the financial statements of the fiscal year, which is their strongest opinion without reserve. It is the recommendation of the Finance Committee that the Board approve the audited financials for adoption of this year. A motion to approve the audit report in its final form was made by K. Lopez. Second by B. Phillips. Vote passed. No objections. No abstentions.

#### ***Governance Committee Report***

K. Lopez provided an update. The Committee is reviewing the process for new Board member selection. They are reviewing and adjusting the interview process. They are also reviewing the parent and teacher director board member process, in addition to reviewing all onboarding materials. They are working to create a regularly monthly meeting cadence for the Governance Committee.

#### **Announcements**

The Head of School announced that there were two visitors that recently came to tour FSMA in the last couple of weeks. State Senator Kyle Evans-Gay came to FSMA. In addition, the Deputy Secretary for the Department of Education, Kim Klein and Leroy Travers also came to tour the building.

**Motion to adjourn by K. Lopez. Second by M. Reilly. Meeting adjourned at 7:14 pm.**