



**Public Board Meeting Minutes  
April 28, 2022**

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

**Meeting Adjourned:** 6:44 pm

**In Attendance** (Via Zoom): Michael Reilly, Janine Salomone, Kim Lopez, Matt Petrin, Sarah Nagle, Shannon Tumolo, and Loren Holland

**In Attendance (in person):** Meghan Newberry and Courtney Fox

**Regrets:** Rebecca Phillips and Avery Stewart

**Guests:** None

**Public Comment**

- There was no public comment

**Approval Public Minutes**

- The minutes from the March 24, 2022, public board meeting were reviewed. A motion to approve the March 24, 2022 public board minutes was made by K. Lopez. Second by S. Tumolo. Vote passed. No objections. 1 abstention from M. Petrin.

**Website Monitoring Report from Department of Education**

- The website monitoring report was reviewed.
  - o The report shows that FSMA is in compliance with the Department of Education requirements.

**Head of School Report**

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

- **Overview of Charter Renewal Process**
  - o This will be FSMA's second charter renewal.
  - o The current charter runs through the end of the 2023 school year (year 5) but the new renewal process begins in April 2022 with a renewal deadline of 9/30/22.
  - o A decision will be made sometime in December 2022
  - o Timeline of Events
    - Renewal report received in April
    - Renewal meeting with DOE in April
    - Curriculum submission and feedback – June and July
    - Renewal submission – September
    - Charter School Accountability Committee meetings
    - Public Hearings
    - State Board Meeting where Secretary of Education provides recommendation/decision. – December
  - o Next Steps
    - Review renewal report by May 10<sup>th</sup>



- Review renewal application
- Consider updates and/or modifications
- Begin working on renewal application

## **Committee Reports**

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

M. Newberry reported that the Executive Committee was able to meet on Monday before the Board meeting. The Executive Committee touched on the renewal process that the Head of School mentioned in her report. The committee also discussed technology for hybrid meetings. They also discussed the concept of creating a “Friends of FSMA” group in order to assist with networking and community outreach. It could be a good opportunity for previous Board members who wish to consider serving in a different capacity. The plan is to circle back with the Governance Committee to discuss some next steps.

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

M. Newberry reported that the Development Committee did not have a chance to meet this past month. The committee is hoping to look at a couple of grant opportunities that may come up in the next couple of months. Will have an update in the future.

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

M. Petrin provided the Finance update. The March Narrative Report was reviewed. We are 75% of the way through the fiscal school year. Revenues collected were approximately \$52,238. Expenses are \$6.8 million to date, which is 70% of expected expenses. All revenues have been finalized. Reserves are unchanged. Expect an increase of \$111,000 for summer pay reserves and building reserves. The tuition tax bill is still outstanding. The Head of School reported that we are still waiting for the donation of the DoMore 24 campaign.

A motion to approve and the financial monthly narrative was made by M. Reilly. Second by J. Salomone. Vote passed. No objections. No abstentions.

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

- S. Tumolo provided the Governance updated.
- It was reported that the Governance committee did not get a chance to meet this month.
- The status of the prospective new board member was provided. Plan to set up a date to bring her into the school for a tour.
- The Governance Committee is also working on a Board member survey that they plan to share with the group once available. This will assist with succession planning.
- Mandatory Board Training. The committee is working with DANA (Delaware Alliance for Nonprofit Advancement) to have the training. Working on determining if this will be in person or online. Will seek some feedback.
- M. Reilly reported that the committee has been working on updating the bylaws. Working on modifying the bylaws to conform with the current practice. The goal is to get the bylaws ready before the Charter renewal process begins. A markup was shared with the group.
  - The biggest change is the election of parent directors and teacher directors. The goal is to modify this as it has been hard to get teachers and parent directors on the board by election. There was a discussion on what constitutes a “teacher”, and could it include support staff and whether it can only be classroom teachers.



- o Discussion about changing board terms to allow for people who has the experience but then wants to be on the Executive Committee.
  - o Question on whether to make the term of officers three years instead of one year.
- K. Lopez reported that the draft Board application will be circulated to the board to review for the next meeting.

**Motion to adjourn by M. Petrin. Second by J. Salomone. Meeting adjourned at 6:44 pm.**