



**Public Board Meeting Minutes
December 13, 2023**

Meeting Start Time: 6:06 pm

Meeting Adjourned: 7:14 pm

In attendance in person:, Loren Holland, Kristen Gideon, Rebecca Phillips, Michael Reilly, Courtney Fox, Meghan Newberry, and Matthew Petrin

In attendance via Zoom: Matthew Bender and Annabelle O'Malley

Regrets: Sarah Nagle

Guests: Emily Burton, AliShah Watson, Lindsay Abrahams, Rikki Petruccelli

Remarks from the Board Chair

The board chair took time to thank FSMA's administration, staff, and teachers. She highlighted how the FSMA community is always able to come together and wanted to recognize the amazing community at FSMA and all that everyone is doing to support the students and families.

Public Comment

There was no public comment received at the email addresses or in person.

Approval Public Minutes

The minutes from the October 27, 2023, public board meeting were reviewed. A motion to approve the October 27, 2023, public board meeting minutes was made by B. Phillips. Second. M. Reilly. Vote passed. No objections. No abstentions.

Website Monitoring Checklist from the Department of Education

- The website monitoring report for November was reviewed. The report indicated that FSMA is compliant in the required areas.

Head of School Report

The Head of School discussed the draft annual report.

- The report is similar to last year in regard to the organizational and financial framework, however the academic portion of the report has a new module.
 - The new module for the academics is based on growth. She sees for that framework, schools that are higher performing, are having less success on the academic portion of the report.
 - The report does show that FSMA and schools across the state have room for growth.
- The annual report is due to the Department of Education in mid-January. However, since there is no board meeting between the December Board meeting and before the report is due, the draft was presented to the Board for review.
- The head of school described the performance metrics and the goals of the school.



- There are areas where the school doesn't have enough kids to qualify for.
- There are some plans to continue to make sure that the school is meeting the prior metrics, and the new report card metrics.
- A motion was made to approve the annual report in the draft status and to delegate the final approval to the Board Chair. The motion was made by M. Petrin. Second by L. Holland. Vote passed. No objections. No abstentions.

Committee Reports

Development Committee Report

B. Phillips provided an update on the 10-year Anniversary Celebration. The 10-year Anniversary Celebration is scheduled for April 20, 2024 at The Mill in downtown Wilmington. Save the dates will go out soon. Anyone interested in assisting on the committee should reach out to B. Phillips.

Executive Committee Report

M. Newberry reported that the Executive Committee met last week. They covered Development and how the Board can continue to support the development efforts. Also, the Executive Committee discussed ways to coordinate with the PTO as a board and find different ways to support the staff and teachers. The committee also discussed strategic planning initiatives and any training needed to support the Board to make sure training is consistent.

Finance Committee Report

M. Petrin provided the finance committee report. The narrative for October was discussed. As of October 31, 2023, 33% of the fiscal year was completed. Approximately \$10.1 million in revenues were collected, which represents about 75% of budgeted revenues. Year to date, expenses are at \$3.7 million, which puts us at 30% of our budgeted expense allotment and in line with the budget. The reserves are unchanged. We are in good standing with our bond covenants. A motion to approve and post the October finance narrative was made by B. Phillips. Second by A. O'Malley. Vote passed. No objections. No Abstentions.

Governance Committee Report

M. Reilly reported that the Governance Committee's primary task since the October meeting was bringing in new members. The Four candidates were presented to the Board. Their resumes and bios were provided to the Board. The candidates met with the governance committee prior to the meeting. The committee unanimously endorses the four candidates to join the board. The candidates were: Emily Burton, AliShah Watson, Lindsay Abrahams, and Rikki Petruccelli. The candidates introduced themselves to the board.

- A motion to create four new directorships and expand the number of directors to the Board was made by M. Petrin. Second was by M. Bender. Vote passed. No objections. No Abstentions.
- A motion to appoint Emily Burton, AliShah Watson, Lindsay Abrahams, and Rikki Petruccelli to the Board through the end of the term was made by M. Newberry. Vote passed. No objections. No Abstentions.



Executive Session

A motion to move into executive session was made by M. Reilly. Second by K. Gideon. Moved into executive session at 6:49 pm. Returned from executive session at 7:13 pm.

A Motion to adjourn was made by M. Reilly. Second by R. Petrucci. Meeting adjourned at 7:14 pm.