



## Public Board Meeting Minutes February 28, 2024

**Meeting Start Time:** 6:08 pm

**Meeting Adjourned:** 7:47 pm

**In attendance in person:** Rikki Petruccelli, Rebecca Phillips, Matthew Bender, Loren Holland, Shannon Tumolo, Michael Reilly, Lindsay Abrahams, and Courtney Fox

**In attendance via Zoom:** Meghan Newberry, AliShah Watson, Kristen Gideon, and Annabelle O'Malley

**Regrets:** Emily Burton, Sarah Nagle, and Matthew Petrin

**Guests:** FSMA 8<sup>th</sup> Grade Ambassadors: Sophie Lavoie Boone, Katelyn Young, Landon Fox, Owen Conaty, Oliver Poot, Fiona Kelly, Tierra Talyer, Will Hayflinger and Abby Worth

### Public Comment

- There was no public comment sent via email or in person.

### Approval Public Minutes

The minutes from the January 24, 2024, public board meeting were reviewed. A motion to approve the January 24, 2024, public board meeting minutes was made by B. Phillips. Second by M. Reilly. Vote passed. No objections. No abstentions.

### Website Monitoring Checklist from the Department of Education

- The website monitoring report was reviewed. The report indicated that FSMA is compliant in the required areas with the exception of Section 14. Section 14 indicated minutes were not yet received. The head of school reported that we are still waiting for minutes from the CBOC committee and will follow up.

### Head of School Report

The Head of School discussed the following:

- Presentation by 8<sup>th</sup> grade Ambassadors.
  - o Several of the 8<sup>th</sup> grade ambassadors attended the board meeting. The head of school gave a general overview of what they do and how they are selected. 8<sup>th</sup> graders submit an application, go through an interview process, and have to obtain a recommendation from a teacher. They get to represent the school at events, serve on panels, give tours, and do several other projects for the school.
  - o The students spoke on several topics, such as their experience at FSMA, where they are going to high school, their favorite memories at FSMA, their favorite elective, the leadership opportunities at FSMA, how their experience at FSMA helped them choose a high school, and things they would change to improve their experience at FSMA.



- o The board chair and several board members thanked the 8<sup>th</sup> grade ambassadors for their service to the school and their presentation.
- Proposed Calendar for 2024-2025 School
  - o The head of school presented the proposed calendar for the next school year for board approval.
  - o There was a correction for election day and a correction regarding which grades attend on the first day of school.
  - o The head of school also discussed why school starts before Labor Day and the rationale for the staggered start dates for the first day of school.
  - o A motion to approve the proposed school calendar for 2024-2025 was made by S. Tumolo. Second by L. Abrahams. Vote passed. No objections. No abstentions.

## **Committee Reports**

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

M. Newberry reported that the Executive Committee has been navigating through a couple of different matters that will be discussed in Executive Session.

### ***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. The committee had a table at the Happy Hearts dance where they tried to engage parents to purchase tickets for the event. The committee met on February 12<sup>th</sup> to go through some logistics. Currently at \$27,500 in sponsorships, which is a little bit behind in comparison to the 5-year Anniversary Celebration. B. Phillips encouraged the Board members to make a solicitation for at least one \$500 sponsorship. She also provided a general update on the status of the planning.

B. Phillips also mentioned that Do More 24 will be coming up and making sure that we have a plan with reaching out to families, alumni, and friends of FSMA.

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

S. Tumolo provided the governance update. The governance committee used their meeting time from the week before to pull together data regarding bios and headshots, along with compiling the survey data. The committee is working on planning for the annual meeting and what the board will look like after June. Shannon will follow up with people who still need to provide her with headshots and bios.

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

C. Fox provided the finance committee report. The narrative for January was discussed. As of January 31, 2024, 58% of the fiscal year was completed. Revenues and expenses were listed. C. Fox pointed out the rating FSMA received, which was a good rating. Reserves remain unchanged. The committee has reviewed the expenses line by line. There are a couple of expenses they are watching because they appear to be trending over budget. Those include maintenance and med-related services. She also gave an update on the renovations for the lower school.



A motion to approve and post the January finance narrative was made by R. Petruccelli, Second by K. Gideon. Vote passed. No objections. No Abstentions.

R. Petruccelli gave an update on the plan to receive a donated laptop and mobile setup from her employer, to be used to assist with the hybrid setup at FSMA meetings.

### **Executive Session**

A motion to move into executive session was made by S. Tumolo. Second by M. Bender. Moved into executive session at 7:23 pm. Returned from executive session at 7:46 pm.

**A motion to adjourn was made by R. Petruccelli. Second by L. Abrahams. Meeting adjourned at 7:47 pm.**