APPROVED

# Alma del Mar

# Minutes

## Board Meeting

In Person (Fisher College)

**Date and Time**
Friday April 28, 2023 at 9:00 AM

**Location**
Fisher College
777 Church Street
New Bedford, MA

**Trustees Present**
C. Bator, C. Holley, G. Fortes, J. Baptist, L. Hicks (remote), M. Bride, M. Rosario (remote), Y. Dennis

**Trustees Absent**
A. Cortez, I. Almeida

**Guests Present**
Christine Fisher, E. Darrow, New Bedford Cable Access, T. DeLoach

### I. Opening Items

**A. Record Attendance**

**B. Call the Meeting to Order**

J. Baptist called a meeting of the board of trustees of Alma del Mar to order on Friday Apr 28, 2023 at 9:12 AM.

### C. Good & New

### D. Approve Board Meeting Minutes 2/27/23

C. Bator made a motion to approve the minutes from Board Meeting on 02-27-23.
C. Holley seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| M. Bride | Aye |
| C. Holley | Aye |
| M. Rosario | Aye |
| Y. Dennis | Aye |
| C. Bator | Aye |
| I. Almeida | Absent |
| L. Hicks | Aye |
| A. Cortez | Absent |
| J. Baptist | Aye |
| G. Fortes | Aye |

### E. Approve Board Meeting Minutes 3/24/23

G. Fortes made a motion to approve the minutes from Board Meeting on 03-24-23.
Y. Dennis seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| Y. Dennis | Aye |
| G. Fortes | Aye |
| A. Cortez | Absent |
| J. Baptist | Aye |
| L. Hicks | Aye |
| C. Bator | Aye |
| C. Holley | Aye |
| M. Bride | Aye |
| I. Almeida | Absent |
| M. Rosario | Aye |

## II. Executive Director Report

### A. Dashboard

C. Bator asked if there were any items to draw attention to.
E. Darrow responded that the staffing section of the dashboard has been updated to reflect both retention for this year as well as hiring progress for AY23-24.

### B. Executive Director Report

T. DeLoach updated the Board regarding staff retention into AY23-24.

## III. Academic Excellence

### A. Scholar Spotlight: 8th Grade Video

### B. Q3 Academic Update

T. DeLoach presented the Q3 Academic Update
We continue to see progress towards academic recovery in ELA across the board.
We are seeing recovery in math as well, but more in the elementary grades than in the middle school. This is consistent with what we are seeing from our peer schools in the aftermath of the pandemic, and further complicated by our significant growth in the middle school at Douglass with the larger 6th grade cohort.
Reading levels in K-1 are back on track from before the pandemic. However, reading levels in upper elementary school continue to be an area of concern as their formative years of reading instruction were significantly impacted by remote learning.
L. Hicks asked what Alma has planned for summer programming.
T. DeLoach responded that Alma runs an extended school year program each summer for scholars who need additional support.
J. Baptist asked about data from last year's ESY program.
L. Hicks asked how this opportunity has been received by families. T. DeLoach responded that families have been very grateful for this opportunity.
L. Hicks asked how many scholars we anticipate having at ESY this year. T. DeLoach responded that this process is currently ongoing but has not been finalized yet.
Y. Dennis asked if we provide transportation. T. DeLoach responded that yes, we do provide transportation as we do not want that to be a barrier to having scholars participate.
J. Baptist asked about enrichment activities during the summer. T. DeLoach responded that M. Marko has worked to have Alma scholars participate in a summer camp program.

## IV. Development

### A. Spring Engagement

M. Bride reports that tours have been going well with scholars.
The fundraiser at M. Bride's house will be on 7/27.
E. Darrow referenced the calendar of upcoming events. All Trustees are encouraged to attend, especially the campus graduations in June.

## V. Finance

### A.

**FY24 Budget**

C. Fisher presented the proposed budget.
C. Fisher highlighted that tuition increase is the biggest increase Alma has seen.
C. Fisher highlighted the change in the nutrition program budget.
C. Fisher reported that Alma has provided the largest overall increase in staff salaries this year.
C. Bator asked about Alma's preparation for a year in which tuition was not as generous.
C. Fisher assured the Board that Alma is adequately prepared.
Y. Dennis made a motion to accept the budget for AY23-24.
C. Bator seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| M. Rosario | Aye |
| C. Bator | Aye |
| I. Almeida | Absent |
| G. Fortes | Aye |
| C. Holley | Aye |
| L. Hicks | Aye |
| J. Baptist | Aye |
| A. Cortez | Absent |
| Y. Dennis | Aye |
| M. Bride | Aye |

### B. SVB Bank Update

J. Baptist updated the Board that the Foundation has taken steps to be assured that Alma's finances are secure.

### C. Monthly Financials

## VI. Governance

### A. Open Meeting Law Training

C. Bator provided Trustees with a brief training on Open Meeting Law.

### B. Diversity, Equity, and Inclusion Next Steps

The next DEI training will be held on June 2nd. All Trustees have already received an invitation. Please hold that date and time. The meeting will be held in person.

### C. Survey: Gathering Input on Board of Trustees Meeting Schedule and Format

J. Baptist informed the Board that E. Darrow would be sending out a survey later today to get input on the format and day and time of Board meetings.
J. Baptist asked all Trustees to take the survey promptly.

C. Bator asked if we should improve the tech setup for call in or zoom meetings. The Board will conduct the survey to determine format and then can certainly upgrade any technology to suit the Board's needs.

### D. New Board Member Update

The Board is interested in adding two new Trustees in the coming months.
G. Fortes reminded the Board about J. Baptist's succession and J. Baptist echoed that this process needs to begin soon.

## VII. Other Business

### A. Approve AY23-24 School Calendar

E. Darrow presented the draft calendar for AY23-24.
C. Holley made a motion to approve the proposed school calendar for AY23-24.
M. Bride seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| J. Baptist | Aye |
| M. Rosario | Aye |
| M. Bride | Aye |
| C. Bator | Aye |
| A. Cortez | Absent |
| C. Holley | Aye |
| L. Hicks | Aye |
| I. Almeida | Absent |
| Y. Dennis | Aye |
| G. Fortes | Aye |

## VIII. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:46 AM.

Respectfully Submitted,
E. Darrow

### B. For Reference- Board Calendar of Monthly Activities

### C. For Reference- Committee Goals 2022-2023

**Documents used during the meeting**

- Board Dashboard April 20, 2023 - Sheet1.pdf
- E.D. Report 4-28-23.pdf
- Q3 Academic Update for Board_4.24.23.pdf
- FY23 Fundraising Trackers - FY23 Annual Fund Tracker.pdf
- FY24.DRAFT.Combined Comparison.pdf
- FY24.DRAFT.Combined.pdf
- 1. FY23 March SNP.pdf
- 2. FY23 March Combined P&L.pdf
- 3. FY23 March Campus P&Ls.pdf
- OPEN_MEETING_LAW_BASICS.docx
- AY23-24 Alma Calendar_Board of Trustees_4.28.23.pdf
- Board and Committee Calendar and Suggested Monthly Activities_Updated February 2022 (5).pdf
- Committee Goals 2022-2023 (5).pdf