

APPROVED



## The Meliora School

### Minutes

#### Board Meeting

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#### Date and Time

Tuesday March 17, 2026 at 7:00 PM

#### Location

Remote see details below

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#### Directors Present

L. Hollon (remote), L. Hooda, L. Ramdhanie (remote), P. Flinch (remote), Z. Mahmuda (remote)

#### Directors Absent

D. Cepin

#### Directors who arrived after the meeting opened

L. Hooda

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#### I. Opening Items

##### A. Record Attendance

##### B. Call the Meeting to Order

P. Flinch called a meeting of the board of directors of The Meliora School to order on Tuesday Mar 17, 2026 at 7:04 PM.

##### C. Approve Agenda

P. Flinch made a motion to approve the agenda.

L. Ramdhanie seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **D. Approve Minutes from Previous Meeting**

P. Flinch made a motion to approve the minutes from Board Meeting on 03-03-26.

L. Ramdhanie seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Hooda arrived at 7:16 PM.

## **II. Recurring Items**

### **A. Head of School Report - Quick update (if any)**

- **Facilities:** Dr. Keck is working with Vertex and Cam on a loan to support cash flow for the facilities project. Approximately **\$100,000** of the project is covered under CSP, though the loan will provide a larger buffer.
- **Enrollment:** The school is currently over-enrolled with **129 students** and a waitlist of **60**.
- **Hiring:** An offer has been sent for a Manager of Operations. Hiring for guides continues.
- **Curriculum:** Negotiated math and reading curricula for under **\$60,000**.

### **B. Academic Committee Update**

Lakeesha Ramdhanie reported the committee is reviewing the scholar discipline policy and ensuring alignment with mastery-based learning goals.

### **C. Finance Committee Update**

Lydia Hollon noted the need for two public budget hearings before June 1st. The committee is confirming if these hearings must be held in person per state guidelines.

### **D. Operations Committee Update**

Laila Hooda reported that the committee reviewed 8-9 policies to meet the April 1st SCSC deadline.

### **E. Community Engagement Committee Update**

Zenat Mahmuda shared that the Community Task Force has **15 members**. A community cookout is scheduled for Saturday, April 11th.

## **III. New Items**

### **A. Discuss and Vote on Record Retention Policy**

P. Flinch made a motion to Approve record retention policy.

Z. Mahmuda seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Discuss and Vote on Personnel Policies**

P. Flinch made a motion to Approve personnel policies.

L. Ramdhanie seconded the motion.

The board **VOTED** unanimously to approve the motion.

**C. Nomination and Vote on Vice Chair Position**

P. Flinch made a motion to Elect Lakeesha Ramdhanie as Vice Chair.

L. Hollon seconded the motion.

The board **VOTED** unanimously to approve the motion.

**D. Discuss Date for Annual Meeting**

The board agreed to hold the Annual Meeting on May 5, 2026, at 7:00 PM.

**IV. Closing Items**

**A. Next Meeting Date: 07 April 2026**

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:06 PM.

Respectfully Submitted,

P. Flinch