

New Heights Charter School Board of Trustees

Minutes

Board Meeting

Date and Time

Tuesday September 29, 2026 at 5:00 PM

Location

1105 West Chestnut Street
Brockton, MA 02301

New Heights Board of Trustees

Starting Time: 5:00pm

Location: 1105 West Chestnut Street

Brockton, MA 02301

Join Zoom Meeting

ZOOM Meeting:

Description:

[LINK](#)

Trustees Present

J. Charnel, J. Radzevich, L. Delgado (remote), S. Bernard, V. Marturano, W. Lyttle

Trustees Absent

G. Bengen, G. Phillips, N. Christ, S. Jackson

Guests Present

M. Jean

I. Opening Items

A. Call the Meeting to Order

S. Bernard called a meeting of the board of trustees of New Heights Charter School Board of Trustees to order on Tuesday Sep 29, 2026 at 5:07 PM.

B. Approved Board Members List

C. Roll Call

D. Reading and Approval of Minutes

W. Lyttle made a motion to approve the minutes from August Board Meeting on 08-25-26.

V. Marturano seconded the motion.

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

II. Chairperson's Report

A. Board Member Resignation

Omari addressed the resignation of Board member Nicholas Christ, recognizing his ten years of dedicated service to New Heights Charter School of Brockton.

Omari explained that Mr. Christ's recent promotion at BayCoast Bank resulted in increased professional responsibilities and time commitments, prompting his decision to resign from the Board.

The Board accepted Mr. Christ's resignation and expressed its sincere appreciation for his exceptional service, contributions, and commitment to the school's mission over the past decade. Members extended their best wishes for his continued professional success.

V. Marturano made a motion to accept the resignation Nicholas Christ's resignation.

J. Radzevich seconded the motion.

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

III. Executive Director's Report

A. New Heights Events

Curriculum Night — September 17, 2026

Renee provided an update on the school's Curriculum Night, held on September 17, 2026.

The event provided parents and families with an opportunity to meet teachers, learn about classroom expectations, and gain a better understanding of the school's academic programming.

Families also received information regarding the Measures of Academic Progress (MAP) assessments administered at the beginning of the school year and how the assessment results support the school's understanding of student academic performance.

College Fair - 9/23/2026

Linda provided an overview of the school's annual Fall College Fair, which hosted representatives from 48 colleges and universities and welcomed approximately 150 attendees.

Linda reported that college representatives expressed positive impressions of New Heights students and their engagement throughout the event.

The fair provided students with an opportunity to speak directly with college representatives, ask questions about admissions requirements and academic programs, and explore postsecondary institutions aligned with their academic and career interests.

B. NH Partnerships

UPchieve Tutoring Partnership

Omari introduced the school's partnership with UPchieve, a tutoring program providing students in Grades 6 through 12 with access to live tutoring support across multiple academic subjects.

The partnership is intended to expand students' access to individualized academic assistance beyond traditional classroom instruction.

Question: A Board member asked whether the tutoring service was free for students.

Response: Administration confirmed that UPchieve is provided at no cost to students and families. However, the school incurs an annual cost of approximately \$10,000 to maintain the service. Information about the tutoring opportunity has been shared with families to ensure awareness and encourage participation.

Coaching 4 Change:

Dr. Ondrea Johnston provided an overview of the school's partnership with Coaching for Change (C4C), an organization that provides student support and mentorship opportunities.

Dr. Johnston explained that the program introduces students to mentorship and educational experiences while also exposing participating coaches to the teaching profession, with the hope of encouraging future interest in careers in education.

Under the current arrangement, two Student Success Coaches will provide approximately ten hours of support per week.

Their responsibilities will include observing classroom instruction, working with targeted small groups of students, and conducting individual student check-ins.

The school intends to utilize these services primarily to support students in Grades 6 through 10 who may benefit from additional academic or social-emotional support.

Question — Bill Lyttle: Mr. Lyttle asked whether students would self-select to participate in the program or whether they would be identified for participation.

Response: Dr. Johnston explained that teachers would determine which students should receive targeted support through the program.

Question — Vinnie: Vinnie asked whether Coaching for Change had a sponsoring organization.

Response: Administration explained that Coaching for Change had written and secured a grant to support its coaches' work with students in Brockton.

Follow-Up Question — Vinnie: Vinnie requested further clarification regarding the specific organization or entity providing financial sponsorship to Coaching for Change.

Response: The identity of the sponsoring organization was not known at the time of the meeting.

Question: A Board member asked how many staff members Coaching for Change employs.

Response: Administration indicated that the organization has approximately 14 to 16 staff members.

Question: A Board member asked how long Coaching for Change had been operating.

Response: Administration indicated that the organization has existed for at least ten years.

Question: A Board member asked whether New Heights had previously worked with Coaching for Change.

Response: Administration confirmed that the school had an established history of working with the organization.

Question: A Board member asked what results the school had experienced through its previous partnership with Coaching for Change.

Response — Renee Lewis: Renee reported that the organization had provided valuable support to students, particularly those requiring additional individualized attention. She

explained that feedback from both staff and students had consistently been positive and that the school's previous experiences with the organization had been favorable.

Built for More Partnership

Administration provided an update on the school's partnership with Built for More, a program offering mentorship and leadership development opportunities to students in Grades 6 through 12.

The program is currently supporting five students in Grades 11 and 12 who are not participating in college-level courses.

The partnership is intended to provide these students with meaningful mentorship, leadership development, and additional support as they continue their academic journeys.

Administration confirmed that the program does not result in a direct financial cost to New Heights. Built for More coordinates payment arrangements with participating families through their respective insurance providers.

C. Bill Pay Financial Breach

Gilberto provided an update regarding a cybersecurity incident involving two financial software platforms utilized by the school.

He explained that the affected platforms experienced unauthorized access and fraudulent activity, resulting in the theft of approximately **\$46,500**.

Gilberto outlined the school's response to the incident, including the engagement of legal counsel and an external forensic investigation to determine the extent of the breach and identify any additional vulnerabilities.

Investigation and Potential Financial Exposure

Administration reported that legal and investigative expenses could potentially reach \$50,000, depending on the scope and findings of the investigation.

If investigators determine that the unauthorized activity was limited to the two initially compromised platforms, the cost of the investigation could be approximately \$10,000 or less.

However, if the investigation identifies unauthorized access to additional software systems, the scope and associated expenses could increase.

Administration also acknowledged that the school had not yet determined whether all stolen funds could be recovered.

Steve Bernard reported that both the Finance Committee and Governance Committee had met to discuss the cybersecurity incident.

Mr. Bernard expressed confidence that school leadership was receiving appropriate legal representation and emphasized the importance of taking the necessary measures to prevent similar incidents in the future.

Discussion — Jeff: Jeff indicated that he had additional questions regarding the potential cost of the investigation, particularly in relation to the school's insurance deductible and the financial implications of continuing to incur investigative expenses. He expressed a preference to discuss some of those questions separately rather than during the full Board meeting.

Response — Omari: Omari emphasized that continuing the external forensic investigation was important and had been strongly recommended by the school's insurance carrier. He explained that the investigation would help determine the extent of the compromise and identify whether additional systems had been affected.

Omari further indicated that the school had received assurances that, if the investigation confirmed a limited breach, the associated investigative cost would be less than \$10,000.

Question — Jeff: Jeff asked what specific measures had been implemented to mitigate the security breach and prevent future unauthorized access.

Response — Gilberto: Gilberto explained that the school had implemented several additional cybersecurity safeguards, including geographic access restrictions through geo-fencing, resetting affected accounts, and implementing multifactor authentication (MFA).

He further explained that future password changes would require additional verification procedures, including an in-person request and a telephone conversation, to strengthen identity verification and reduce the risk of unauthorized account access.

Question — Jeff: Jeff asked whether the compromised virtual payment card had an established spending or credit limit.

Response — Suzanne: Suzanne explained that spending limits within the Bill Pay platform are connected to the budgets established for the respective accounts.

Following the incident, the school reduced the applicable budget limit to \$5,000. Additionally, individual members of the Executive Leadership group were assigned spending limits of \$500 each.

Suzanne explained that Bill Pay had indicated that lowering the associated budget was the primary mechanism available for reducing the virtual card's spending limit.

She noted that because the school cannot arbitrarily reduce its operational budgets solely to restrict virtual card spending, she intends to explore alternative financial software platforms that provide more appropriate financial controls and security protections.

Suzanne further explained that the incident involved the duplication of a virtual payment card and unauthorized access facilitated by the resetting of a compromised account password.

She reported that Bill Pay had not accepted responsibility for the incident.

Investigation Timeline

Administration reported that the forensic investigation was expected to be completed by Friday following the meeting.

Question — Bill Lyttle: Mr. Lyttle asked whether New Heights would be required to notify the Massachusetts Department of Elementary and Secondary Education (DESE) about the cybersecurity incident.

Response — Gilberto: Gilberto explained that the school was awaiting guidance from legal counsel regarding its reporting and notification obligations. Once counsel determined which agencies or parties required notification, the school would take the appropriate steps to comply with those requirements.

IV. Old Business

A. Nutrition Program

Dr. Dennis provided an update regarding the school's nutrition program and its contract with City Fresh.

Omari clarified that the most recent version of the contract had been received with revisions, particularly concerning the number of breakfast and lunch meals to be delivered to the school.

Question — Bill Lyttle: Mr. Lyttle asked whether New Heights was now in good standing with the appropriate regulatory authorities, given the challenges experienced with the school's previous food service vendor.

Response: Administration confirmed that the school had regained approval under its nutrition program and was satisfied with the services being provided by City Fresh.

Administration further explained that the school's Corrective Action Plan had been approved and that the school was now fully authorized to submit meal reimbursement claims.

Question: A Board member asked whether students were enjoying the food provided by the new vendor.

Response — Dr. Johnston: Dr. Johnston confirmed that students had responded positively to the meals being served.

A follow-up discussion addressed whether students would continue to be receptive to the types of meals currently offered. Dr. Johnston indicated that students were enjoying the food and expressed confidence in their continued acceptance of the menu.

Question: A Board member asked whether there was a financial benefit to the school when students accepted meals compared with situations in which meals were taken but not consumed or otherwise did not meet program requirements.

Response: Administration explained that meal reimbursement is connected to specific meal compliance requirements, including the selection of the required food components.

The discussion referenced students being required to select five meal components, including items such as fruit and milk, to satisfy applicable meal requirements.

Administration further explained that the school had not consistently reached the number of compliant meals reflected in its previous contractual projections.

Under the previous arrangement, the minimum meal quantities included approximately 375 lunches and 240 breakfasts.

The revised City Fresh contract provides for approximately **425 lunches and 50 breakfasts**.

Administration reported that the school had not yet reached its breakfast target but was approaching the contracted lunch quantity.

Jeff commented that the revised meal quantities appeared reasonable based on the school's current meal participation patterns.

The Assistant Principal of Culture also provided observations regarding students' participation in and consumption of the meals being served.

J. Charnel made a motion to accept the amended contract with City Fresh.

J. Radzevich seconded the motion.

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

Vinnie revisited a previous discussion regarding the cost of Massasoit Community College courses and the inclusion of a provision addressing those costs in the Memorandum of Understanding (MOU).

In response, Omari confirmed that MCC representatives had agreed to incorporate the requested provision into the MOU following discussions between both institutions. He expressed appreciation for MCC's willingness to work collaboratively toward a mutually agreeable resolution and reported that New Heights was pleased with the compromise and the resulting understanding between both parties.

B. Construction Projects

Additional Storage Project

Administration reported that the additional storage project remains pending due to delays associated with the completion of construction drawings.

A follow-up discussion with the project architect is anticipated to expedite the preparation of the drawings and allow the project to proceed to the bidding phase.

The proposed flooring was described as a hybrid system designed to provide greater comfort and reduce strain on the knees.

Gymnasium Flooring Project

Administration reported that the gymnasium flooring project is approximately 95% complete.

The remaining work includes painting the school's logo onto the gymnasium floor.

The project is expected to be fully completed following Thanksgiving break.

In the interim, the gymnasium is expected to reopen for classroom use on Thursday following the meeting.

Security Door Improvements

Administration provided an update regarding additional security improvements involving a set of doors providing access to the second floor.

The proposed modifications have received approval from the local building department. The vendor, Flying Locksmiths, is scheduled to be on-site for a full day during a non-school day to complete the necessary lock modifications. The improvements are intended to strengthen building access controls and enhance overall school security.

C. International Teacher's Program

Dr. Dennis provided an update regarding an immigration-related matter involving one of the school's international teachers.

He explained that the teacher was required to return to her home country for her immigration case to proceed.

The school's Business Office is currently working on the documentation necessary to support the continuation of the case.

V. New Business

A. Capital Projects

Jason presented an overview of capital expenditure requests previously reviewed by the Finance Committee.

The proposed projects include:

HVAC Heat Pump Repairs: Approximately \$65,000 in repairs to the school's heat pump systems.

Cafeteria Electrical Upgrades: Electrical improvements required to support the operation of the newly acquired oven used to maintain appropriate meal temperatures for students.

Professional Audio System: A proposed investment in a professional audio system to support school operations and programming.

Gymnasium Floor Protection: The purchase of a vinyl gymnasium floor covering intended to preserve and protect the newly installed flooring.

The combined capital expenditure requests total approximately **\$110,000**.

The projects were presented as facility and operational improvements intended to support the school's infrastructure, safety, and long-term maintenance needs.

J. Charnel made a motion to accept the report of the Finance Committee for Capital Projects on the HVAC, Cafeteria Electrical Upgrades, Professional Audio System, and Vinyl Gym Floor.

J. Radzevich seconded the motion.

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

VI. Finance Committee

A. YTD (July & August)

At Omari's request, Jason presented the school's year-to-date financial report for July and August 2026.

Jason reported that the school's financial position remained favorable, with no significant concerns identified.

The school was approximately 16% ahead of its anticipated funding position for the year, while expenses were slightly below 14.6% of the annual budget.

The year-to-date financial results reflected an approximate **\$125,000 surplus**.

Administration expressed confidence in the school's current financial position and indicated that revenues and expenditures were being monitored appropriately.

J. Charnel made a motion to accept the Finance Committee Report for YTD financials.

W. Lyttle seconded the motion.

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

B. FY 26 Audit

Representatives from Dennis & Associates, including Colleen D'Alfonso and Valquiria Marcal, presented an overview of the Fiscal Year 2026 audit.

Colleen was asked to provide a high-level summary of the audit findings to assist Board members in reviewing the results and considering acceptance of the audit report.

The presentation addressed the school's and foundation's financial statements, annual spending and funding activities, internal financial controls, and compliance with applicable grant requirements.

The auditors reported that the school and foundation received an **unmodified audit opinion**, indicating that the financial statements were presented fairly in accordance with the applicable financial reporting framework.

The auditors further reported that the audit identified no material weaknesses in internal controls and no material instances of noncompliance.

No audit findings were reported.

The auditors also acknowledged the Business Office's cooperation throughout the process, noting that the requested financial information was provided by Suzanne in a timely manner and contributed to an efficient audit process.

Next Steps

Administration explained that the completed audit report would be distributed to Board members for review and any required signatures.

The school intends to submit the audit to DESE before the applicable October reporting deadline.

J. Charnel made a motion to accept the FY26 Auditors Report.

J. Radzevich seconded the motion.

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

VII. Academic Excellence Committee

A. Academic Excellence Report

Dr. Maria Fernandes presented the enrollment report on behalf of Lourdes.

6th: 113

7th: 117

8th: 115

9th: 115

10th: 106

11th: 96

12th: 80

As of September 29, 2026, New Heights Charter School of Brockton reported a total enrollment of **742 students**.

Brockton: 652

Randolph: 27

Taunton: 48

OOD: 15

Male: 378

Female: 364

NH Administration reported that another enrollment lottery would be held at the end of October to maintain a healthy student waitlist and support enrollment stability.

School Structure & School Org. Chart:

Omari presented an overview of the school's updated Fiscal Year 2027 organizational structure.

He explained that Dr. Maria Fernandes is now leading the Early College program, overseeing Grades 11 and 12 and supporting the administrative and instructional staff assigned to the department.

Dr. Ondrea Johnston is responsible for overseeing the school's Grades 6 through 10 program.

Omari described the arrangement as part of an ongoing leadership transition intended to support the school's academic and operational needs.

Dr. Fernandes introduced members of the Early College Leadership and Administrative Team.

Administration reported that approximately 155 Early College students attend Massasoit Community College twice per week.

Additionally, part-time seniors participating in certificate programs through Massasoit Community College have been invited to attend an event hosted by Bridgewater State University's STEM Department.

The event provides students with an opportunity to explore additional educational pathways and engage with postsecondary STEM opportunities.

Summary of Grades 6th-10th:

Dr. Johnston presented an overview of her observations and experiences during the opening of the academic year.

She explained that the leadership team conducted an After-Action Review to identify successful practices, operational challenges, and opportunities for improvement.

Positive Observations

Dr. Johnston reported that students generally arrived prepared for the school day and that staff perceived the opening of school as well organized.

She noted that fewer students appeared confused about classroom locations and daily schedules compared with previous opening periods.

Areas for Improvement

Challenges included uniform sales, the timely preparation of operational materials, and other procedures requiring refinement as the school transitioned into the new academic year.

Dr. Johnston explained that school leadership was using these observations to improve daily operations and strengthen the overall student experience.

Question — Vinnie: Vinnie asked Dr. Johnston how she felt her transition into the leadership role was progressing.

Response — Dr. Johnston: Dr. Johnston explained that she was learning a great deal about the school, its operations, and the responsibilities associated with her position.

She noted that her observations had already prompted her to implement several changes, particularly in areas related to school safety and student learning.

Dr. Johnston expressed that the transition was progressing well and that she continued to gain a stronger understanding of the school's needs through her day-to-day leadership experiences.

Question — Jeff: Jeff asked whether the school had considered implementing a system requiring staff members to scan their identification badges when entering the building.

Response — Dr. Johnston: Dr. Johnston confirmed that she was exploring the possibility of implementing a staff identification scanning system.

In the meantime, staff members are required to sign in manually until a more permanent electronic process can be evaluated and potentially implemented.

STEM at NHCSB:

Renee explained that the school had transitioned its middle school mathematics support platform from ST Math to IXL.

She further reported that the school intends to conduct a comprehensive review of its mathematics curriculum during the current academic year.

The review will help determine whether the school should adopt a new curriculum model or adapt its existing instructional approach to better align with the academic expectations of the Early College program.

Renee also discussed the growing importance of technology education, artificial intelligence, and digital literacy.

She referenced Governor Maura Healey's updated graduation expectations and the recommendation that schools incorporate AI and digital literacy learning opportunities into their instructional programming.

STEM Performance Goal

The school established a goal for 90% of scholars to demonstrate mastery of at least three high-priority STEM practices.

Question — Bill Lyttle: Mr. Lyttle asked whether updated MCAS performance data was available for review.

Response — Kaitlin: Kaitlin explained that MCAS results are typically presented to the Board in October, once the state releases the data from its embargo restrictions.

She noted that the school's performance had returned to levels comparable to those observed in 2019 and that Grade 10 mathematics scores were showing gradual improvement.

Dr. Andrade presented an overview of STEM instruction within the Early College program, emphasizing the importance of making academic learning tangible and applicable to real-world experiences.

He reported that Early College students were participating in College Algebra coursework through Roger Williams University.

Additional instructional offerings include Life and Health Science Integration and Digital Infrastructure and Data Literacy.

Dr. Andrade emphasized that these courses are designed to strengthen students' analytical skills, scientific understanding, and ability to apply academic concepts in practical settings.

Grade Distribution Report:

Kaitlin presented the school's 2025–2026 grade distribution report, comparing student academic performance between Semester 1 and Semester 2 across the middle and high school divisions.

The data reflected an overall increase in the number of A grades awarded to students in both divisions.

Middle school English Language Arts performance remained relatively consistent, with limited changes between semesters.

Overall, the report reflected positive shifts in grade distributions across the school.

Question — Steve Bernard: Mr. Bernard asked what factors may have contributed to the increase in failing grades among middle school students.

Response — Kaitlin: Kaitlin explained that she could not definitively identify the cause of the increase in F grades based on the available data.

She suggested that one possible explanation was that students were becoming more fully integrated into their coursework as the academic year progressed, resulting in increasingly challenging assignments and expectations.

Additional Response — Renee Lewis: Renee added that changes in instructional priorities, increasing academic demands, and higher expectations at the middle school level may have contributed to the observed increase in failing grades.

Question — Bill Lyttle: Mr. Lyttle asked whether the F grades were distributed across all academic subjects or concentrated within particular courses.

Response — Kaitlin: Kaitlin reviewed the available data and identified the following subject-area patterns:

For middle school students, Semester 1 F grades were concentrated primarily in Art and Technology. During Semester 2, failing grades were more prevalent in Mathematics and English Language Arts, with the greatest concentration occurring in ELA.

For high school students, Semester 1 F grades were concentrated primarily in Introduction to Media Arts, with additional failing grades recorded in Mathematics and Science.

During Semester 2, the majority of failing grades were concentrated in Mathematics and Science.

Question — Jeff: Jeff asked how New Heights' student grades compared with those of peer schools and whether the school's students were performing at comparable levels or falling behind.

Response — Omari: Omari explained that direct comparisons of grade distributions between New Heights and other schools are complicated by the school's wall-to-wall Early College instructional model.

He noted that instructional approaches, course materials, academic expectations, and student supports differ among schools, making comparisons based solely on classroom grades potentially misleading.

Omari explained that it may be more appropriate to compare what students have learned and demonstrated academically rather than comparing the grades assigned by teachers operating under different instructional models and grading expectations.

Question — Vinnie: Vinnie asked how many New Heights students were currently attending Massasoit Community College.

Response: Administration reported that approximately 155 students were enrolled full-time and an additional 32 students were participating part-time.

Follow-Up Question: A Board member asked how many courses were currently being offered through the school's academic programming.

Response: Administration reported that approximately 45 to 50 classes were operating across the Brockton and Canton Massasoit Community College campuses and New Heights' own course offerings.

Bridgewater State University Programming

Administration reported that approximately 16 students were participating in Bridgewater State University programming during Semester 1.

For Semester 2, Grade 11 students will be assessed to determine eligibility for invitations to participate in Bridgewater State University courses beginning in Spring 2027.

J. Charnel made a motion to accept Academic Excellence Committee Report.

J. Radzevich seconded the motion.

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

VIII. Governance Committee

A. Board Assessment FY26

Vinnie presented an update regarding the Fiscal Year 2026 Board assessment administered through BoardOnTrack.

He reported that the assessment had achieved a **46% participation rate** among Board members.

Despite the limited participation, the responses received reflected generally positive experiences with Board service and governance practices.

Vinnie suggested that the Board consider incorporating additional learning opportunities and professional development resources available through the BoardOnTrack platform.

He noted that many of the governance best practices identified through the assessment were already being implemented by the Board.

Vinnie further explained that one section of the assessment included two questions allowing Board members to provide written feedback regarding the Board Chair's involvement in personnel-related matters.

Question: A Board member asked how extensive the Board assessment was.

Response: Vinnie indicated that the assessment consisted of approximately 22 pages.

Discussion — Steve Bernard: Mr. Bernard emphasized that participation in the Board assessment should be viewed as part of each trustee's responsibility and due diligence as a member of the Board.

He encouraged Board members to complete the assessment, noting that active participation demonstrates engagement, accountability, and commitment to effective governance.

J. Radzevich made a motion to accept 25-26 results of the Board Assessment.

J. Charnel seconded the motion.

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

B. Omari Walker's Full Evaluation

Vinnie presented an update regarding the Executive Director's annual evaluation.

He explained that Omari had completed the evaluation and that the Governance Committee had reviewed and discussed his responses during its meeting held prior to the full Board meeting.

The discussion ultimately focused on identifying the Executive Director's key priorities for the upcoming year.

Omari identified three primary priorities:

1. Launch a fundraising campaign
2. Complete the Strategic Planning
3. Build a cohesive leadership team with the new principal and senior leadership staff

Steve Bernard characterized the Governance Committee's discussion as productive and expressed appreciation for Omari's leadership, dedication, and continued service to the school.

He also acknowledged the contributions and commitment of the senior leadership team.

V. Marturano made a motion to accept the Full Evaluation Summary.

J. Radzevich seconded the motion.

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

C. Potential Board Members Review

Vinnie provided an update regarding individuals being considered for membership on the Board of Trustees.

Vinnie reported that former Board member Pastor Emmanuel Daphnis had expressed interest in rejoining the Board.

Pastor Daphnis had previously been scheduled to attend a Governance Committee meeting for further discussion; however, he was unable to attend.

Vinnie also introduced Matthew Flanigan as another prospective Board member.

Mr. Flanigan is employed by BayCoast Bank and was highly recommended by outgoing Board member Nicholas Christ.

Jeff also expressed his support for Mr. Flanigan's candidacy and provided a favorable recommendation to the Board.

The Governance Committee will continue evaluating prospective candidates, with the goal of presenting a recommendation for a new Board Treasurer at the next meeting.

J. Radzevich made a motion to accept the Governance Report.

J. Charnel seconded the motion.

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

IX. Special Orders N/A

A. Financial Disclosure for Board Members

Maria provided clarification regarding the financial disclosure documentation required of Board members.

She explained that any Board member experiencing difficulty accessing, completing, or submitting the required documentation should contact her for assistance.

Maria confirmed that she could provide the appropriate state-level contact telephone number to assist Board members with resolving technical or submission-related issues.

Board members were encouraged to ensure that their required financial disclosure documentation was completed and submitted.

X. Closing Items

A. Adjourn Meeting

V. Marturano made a motion to adjourn the meeting.

W. Lyttle seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:19 PM.

Respectfully Submitted,
S. Bernard