



# Libertas Academy Charter School

## Development Committee Meeting

Published on October 2, 2025 at 9:19 AM EDT

Amended on October 6, 2025 at 12:57 PM EDT

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### Date and Time

Tuesday October 7, 2025 at 11:00 AM EDT

### Location

262 Liberty St, Springfield, MA

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>11:00 AM</b>
<b>A.</b> Record Attendance		Kari Diamond Kayiatos	1 m
<b>B.</b> Call the Meeting to Order		Kari Diamond Kayiatos	1 m
<b>C.</b> Approve Minutes	Approve Minutes	Kari Diamond Kayiatos	1 m
Approve minutes for Development Committee Meeting on September 2, 2025			
<b>II. Fundraising &amp; Events</b>			<b>11:03 AM</b>

	Purpose	Presenter	Time
<b>A.</b> Plans for upcoming year  24-25 Annual Donor Report FY26 Development Plan Grant Writing Calendar Review Tour Dates - Q1 planning  Action Items from last meeting: <ul style="list-style-type: none"> <li>- EMMA - finalize quarterly LACS tour dates + send to DC team</li> <li>- KARI - bring up having board members write “thank yous” during October BoT Meeting</li> <li>- EMMA - add naming opportunities / tree planting / bench ideas into dev’t plan</li> <li>- EMMA - compile annual donor report</li> <li>- PAUL - follow up with DA’s father</li> <li>- DAVID - send bank applications to Paul</li> <li>- PAUL - follow up with Florence Bank about donor tour</li> </ul>	Discuss	Kari Diamond Kayiatos	25 m
<b>III. Friendraising</b>			<b>11:28 AM</b>
<b>A.</b> Recruiting new members to DC  Tour dates: <ul style="list-style-type: none"> <li>Thursday, Oct 16</li> <li>Tuesday, Dec 2</li> <li>Monday, Feb 2</li> <li>Wednesday, April 29</li> </ul>	Discuss	Kari Diamond Kayiatos	10 m
<b>B.</b> General Friendraising  Tours	Discuss	Kari Diamond Kayiatos	10 m
<b>IV. Other Business</b>			
<b>V. Closing Items</b>			
<b>A.</b> Adjourn Meeting	Vote	Kari Diamond Kayiatos	

# Coversheet

## Approve Minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	C. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Development Committee Meeting on September 2, 2025

APPROVED



# Libertas Academy Charter School

## Minutes

### Development Committee Meeting

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#### Date and Time

Tuesday September 2, 2025 at 11:00 AM

#### Location

262 Liberty St, Springfield, MA

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#### Trustees Present

K. Diamond Kayiatos (remote), N. Coakley (remote), P. Mancinone (remote)

#### Trustees Absent

*None*

#### Guests Present

Emma Gianoplus (remote)

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

K. Diamond Kayiatos called a meeting of the board of trustees of Libertas Academy Charter School to order on Tuesday Sep 2, 2025 at 11:03 AM.

#### C. Approve Minutes



N. Coakley made a motion to approve the minutes from Development Committee Meeting on 06-03-25.

P. Mancinone seconded the motion.

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

## II. Fundraising & Events

### A. Plans for upcoming year

Emma filling in for Modesto for review of this meeting.

Review of Constituent Engagement document.

- Priorities - solicitation, engagement, reporting and recognition, raise \$300,000, start planning for 10 year anniversary next year, growing donor/friend network.
- Calendar - goal for some communication/engagement each month
  - create a tour event in October to get people in the school
  - Paul M. suggests having dates quarterly so on the calendar and we can share these dates with networks. Emma will work on some dates for these.
  - David suggests matching it with an even/game that's already scheduled.
- Newsletters - Kari encouraged putting some event dates in that outsiders could attend
  - will include a section for fundraising initiatives
- Paul M. asked about board members writing personal notes to donors. Kari responded that we haven't done it in a while but will bring it back. She will bring it to the greater board at our next meeting to decide who is interested in doing this. Kari and Paul M are in.
- Naming locations - Foundations who donated at the levels suggested weren't interested in doing so with the campaign. They still exist and we will review levels next meeting.
  - add benches for smaller amounts
- New areas for support to focus on - student use, scholarships, alumni support, library, etc.
  - David mentioned adding vans to the list since they will need to be replaced at some point.
- David explained the grant writing calendar - looking to grants from banks for alumni,
  - Grant Requests out standing:
    - Beverage Foundation for music
    - Smaller bank requests
    - January 1 larger requests start
    - Peabody did pass on us this year because of heavy funding last year
    - Claremont Instrument fund for music
  - Paul M mentioned his connection with Florence Bank, which is not on David's lists. He's working on a date to have them tour. David will share what he's used with other banks to Paul in preparation for Florence Bank.

David asked for a report on 24-25 donors so we know who gave. Kari asked if charter schools do a Annual Report of donors like colleges and private schools. David said yes.

Discussed making this a section of one of the newsletters. Kari to send Emma examples.

### **III. Friendraising**

#### **A. Recruiting new members to DC**

We are looking for 2 new members for our committee.

- Paul M. mentioned Frank Gulluni (DA's father) who created MCDI school so could be a good member or at least connector. Will work to schedule him for a tour.

#### **B. General Friendraising**

Reminder to bring anyone in your circle who would be interested in learning more about Libertas. Looking forward to the tour dates being scheduled.

### **IV. 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 11:53 AM.

Respectfully Submitted,  
K. Diamond Kayiatos

# Coversheet

## Plans for upcoming year

<b>Section:</b>	II. Fundraising & Events
<b>Item:</b>	A. Plans for upcoming year
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	24-25 Annual Donor Report (1).pdf FY26 LACS Development Plan.docx



**LIBERTAS ACADEMY**  
CHARTER SCHOOL

## 24-25 Annual Report



# LIBERTAS ACADEMY CHARTER SCHOOL

## At-A-Glance

**87%**

of 12<sup>th</sup> Grade Scholars  
Enrolled in College or  
University

**75%**

of High School  
students took at least 1  
Advanced Placement  
(AP) course

**#1**

Our rank for Student  
Growth Percentile in  
ELA for grades 6-8  
across the state

**#3**

Our rank for Student  
Growth Percentile in  
Math for grades 6-8  
across the state

**100%**

Number of students  
enrolled

**15%**

of students are  
identified as English  
Language Learners  
(ELL)

**32%**

of students are  
identified as having a  
reported disability

**86.5%**

of students are  
economically  
disadvantaged



Dear Friends of Libertas Academy,

[Month] [Day], 2025

As we reflect on the 2024–2025 school year, I write with deep gratitude for the role you have played in shaping the future of Libertas Academy. This was a year of bold milestones—opening the doors to our permanent home on Liberty Street and graduating our very first senior class—made possible because of your steadfast support.

In March, we cut the ribbon on our new school building, a permanent home that embodies the ambition, excellence, and dignity our students deserve. More than a facility, it represents a promise—to hold our students to the highest academic expectations while creating a space where they can thrive. Within these walls, our dedicated staff continue the daily, often unseen work of cultivating a culture of love, discipline, and belief in every child's potential.

Just months later, we watched history unfold as our inaugural senior class stepped onto the stage at Senior Signing Day and Graduation. These young people are not only the first to graduate from Libertas; they are living proof of what is possible when students, families, educators, and supporters like you come together around a shared mission.

Because of your generosity, Libertas has moved from vision to reality, from promise to proof. As we look ahead, we remain more committed than ever to preparing every student to excel in college and beyond. Thank you for walking beside us and for investing in the bright futures of our students.

With urgency and joy,

A stylized, handwritten signature in blue ink, appearing to read 'M. Montero-Forman'.

Modesto Montero-Forman  
Founder & Executive Director





# SCHOOL HIGHLIGHTS





## STUDENT SPOTLIGHTS



### Yaimil Lozada Ortiz

Yaimil, a current eighth-grader, has been part of the Libertas Academy community since sixth grade. He has consistently demonstrated academic excellence, maintaining straight A's while actively contributing to school life. Beyond the classroom, he is a dedicated member of the Big Red Drumline and served as a Legacy Committee Ambassador for our Forever Home building project, representing the student voice. Most recently, Yaimil proudly represented New England at the Copa Olímpica in Puerto Rico, earning a first-place title in boxing.



### Lori Perez

Lorie, a current twelfth-grader, embodies what it means to be an engaged member of the community. In addition to her strong academic discipline, she has served as a member of the Student Government Association since ninth grade, consistently demonstrating leadership to her peers. Beyond academics, Lorie is an active member of the Girls' Volleyball team and was recently recognized by Junior Achievement of Western Massachusetts as one of their *18 Under 18* honorees. As she prepares for graduation, Lorie is applying to colleges with plans to pursue a pre-med track.



### Yiselle Pellot

A proud member of Libertas Academy's inaugural graduating class, the Class of 2025, Yiselle exemplifies the drive that defines our scholars. During her time at Libertas, she maintained exceptional academic performance, completing ten AP courses while running her own hair business outside of school. Passionate about empowering young leaders, Yiselle launched Entrepreneurship Club during her senior year as part of her Outstanding Scholars Program capstone project. She is now pursuing her business aspirations at Babson College, one of the nation's leading institutions for entrepreneurship.





# FINANCIAL OVERVIEW

**Revenue**

**Expenses**



# VOLUNTARY SUPPORT OVERVIEW

## 24-25 Annual Fund Gifts

	UNRESTRICTED	RESTRICTED	TOTAL ANNUAL
Friends	\$30,160	\$10,000	\$40,160
Corporations/ Foundations	\$51,500	\$260,000	\$311,500
<b>TOTAL</b>	<b>\$81,660</b>	<b>\$270,000</b>	<b>\$351,660</b>

## New Promise Capital Campaign Gifts



## OUR SUPPORTERS

With our donors' generosity, Libertas Academy Charter School can provide an education for the 600+ scholars enrolled for 2025-26. We extend a heartfelt thank you to the following donors for their generous 2024-25 gifts and New Promise Capital Campaign gifts to support our mission.



## OUR BOARD

We are deeply grateful to our Board of Directors for their steadfast leadership and commitment to Libertas Academy's mission. Their guidance and vision continue to shape the strategic direction of our network and ensure our students have access to the opportunities they deserve.



Patrick Kayego  
*Board Chair*



Paul Mancinone  
*Vice Chair*



Sarah Lapolice  
*Treasurer*



Nick Barker  
*Secretary*



Kari Diamond



Shakenna Williams



Azanda Seymour



Nicole Coakley



Carlos Resto



Jeff Gunther



Kobie Stewart



Janice Fedor

## OUR MISSION

Through rigorous academics, character development, and strong supports for every learner, **Libertas Academy Charter School** prepares all sixth through twelfth grade students to succeed within the college of their choice and to be positive, engaged members of their communities.



## 25-26 Development Plan

### I. Summary of Plan

As we begin to transition from the founding years into the sustaining years, our focus, at all levels, needs to be on ensuring the longevity and well-being of the organization. In order to deliver on our promise, our team must work diligently to strengthen and expand our base of friends and supporters.

1. Priority #1: Individualized solicitation, engagement, reporting and recognition strategies for donors of \$5,000+
2. Priority #2: Raise our minimum annual goal of \$150,000.
3. Priority #3: Plan an annual signature fundraising event to support scholarships for our graduating students to occur in the Fall of 2026 for our 10 year anniversary.
4. Priority #4: Growing our donor-and-friend network.

### II. Overview of Our Fund-and-Friendraising Program

#### **Mission of Development Committee**

The mission of the Development Committee is to ensure that the organization's total development program is in concert with the organization's strategic direction and needs. The Committee serves as the mechanism by which board members and other volunteers are involved in the fund-and-friend-raising efforts.

#### **Assumptions of our Fund-and Friend-raising Program**

Libertas Academy's resource development program is based on the following assumptions.

1. All members of the organization- the Board, staff, and volunteers- must embrace the idea of and play an active role in fund-and-friendraising efforts.
2. Successful fund-and-friendraising is based on the fostering of long-term relationships with foundations, individual donors, and corporations.
3. A balanced mix of consistent engagement strategies is key to our success.

### III. Constituent Engagement and Communication Plan

With a list of over 100 donors and many folks we count as friends and supporters, it is important that we build out an engagement strategy to ensure we are building long-lasting relationships. Here's an overview of some of the activities that we should commit to over the next year and a half:

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| [libertasacademy.org](http://libertasacademy.org)

Constituent Engagement + Communication			
MONTH	MODE OF COMMUNICATION	MESSAGE	OWNER
July	Donor Thank You Letters & Postcards	Share \$\$ raised; donor involvement, etc.	Emma
August	1-on-1 Meetings with Key Supporters	Preview the upcoming year and priorities.	Modesto
September	Back-to-School Newsletter	Kicking off the 25026 school year with our goals and highlights of key changes to our program.	Emma
October	EOQ1 Newsletter	Announce MCAS Results, preview Q1 academic programming, and share School Day photography.	Emma
October	LACS Tour Event	Building walkthrough of facilities, showcase specific academic programming + college work, student panel.	Emma
December	Giving Tuesday - email, social media launch	Donate now!	Emma
December	Holiday Card End of Year Solicitation Letters to: - Already donated - Not yet donated	Happy Holidays + Year End Giving Reminder (New year, first full year in the meeting, donate now)	Emma
January	Campaign Fundraising Announcement	Announce our progress to campaign goals/ what we've been able to do with funding, what additional funding is needed	Emma
January	LACS Tour Event	Building walkthrough of facilities, showcase specific academic programming + college work, student panel.	Emma
February	EOQ2 Newsletter	Preview Q2 programming + events / MCAS prep	Emma
March	Website Update - email, social media	Launch of new website, rationale about changes, where to find info	Emma
April	EOQ3 Newsletter	Preview Q3 programming + events/ announce big EOY events	Emma
April	LACS Tour Event	Building walkthrough of facilities, showcase specific academic programming + college work, student panel.	Emma
May	College Updates - email	Class of 2026 highlights + data, reminder of big EOY senior events	Emma
May	Class of 2026 Senior Signing Day Event	Invite Friends of LACS, incorporate into programming.	Emma
June	Class of 2026 Graduation	Invite Friends of LACS, incorporate into programming.	Emma
June	EOY Newsletter	Recap of year/ last fundraising push of year.	Emma
June	LACS Tour Event	Building walkthrough of facilities, showcase specific academic programming + college work, student panel.	Emma
July	Donor Thank You Letters & Postcards	Share \$\$ raised; donor involvement, etc.	Emma

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#### IV. Sources of Funding

To meet our financial needs, we will need to turn to the following sources of funding:

- ☐ Foundations
- ☐ Individuals donors

Fundraising Goals			
Range	Foundations	Individual Donors	Total
Minimum Goal	\$100,000.00	\$25,000.00	\$150,000.00
Target Goal	\$200,000.00	\$75,000.00	\$300,000.00
Reach Goal	\$350,000.00	\$100,000.00	\$450,000.00

As the figures in the chart above illustrate, the range of individual-donor fundraising goals varies from a low of \$25,000 to a high of \$100,000. Fundraising from individual donors will be a serious and difficult task, as giving in the USA historically comes from individuals. In fact, according to the National Philanthropic Trust, about 71%<sup>1</sup> of total giving comes from individuals and just 16% from foundations.

Given that a large portion of our fundraising goals focuses on individual giving, we need to refine our target. Below is an example of how we might refine our goals to hit our target.

Size of Potential Individual Donor Pool			
Potential donation amount	# of prospects	# of Donors	Donation Amount
\$20,000	3	1	\$20,000
\$10,000	10	3	\$30,000
\$5,000	15	7	\$35,000
\$1,000	30	5	\$5,000
\$500	40	15	\$7,500
\$100	60	20	\$2,000
\$10	100	50	\$500

<sup>1</sup> <https://www.nptrust.org/philanthropic-resources/charitable-giving-statistics/>



Totals	263	105	\$100,000
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#### V. Thank you gifts

Amount Donated	Thank You Gift Given	Timeline
Any amount donated	- Email and LACS Stickers	Within a month of donating.
\$100 - \$250	- Letter, LACS stickers and LACS Pin	Within a month of donating.
\$500 - \$1,000	- Letter, LACS sticks, pin, and coffee mug	Within a month of donating.
\$1,000 - \$5,000	- Letter, LACS sticks, pin, water bottle, and postcard from students	Within a month of donating.
\$5,000 or greater	- Letter, LACS sticks, pin, water bottle, and postcard from students - Dedicated naming opportunity (see below)	Within a month of donating.

**Commented [1]:** potentially board members writing "thank you" gifts

#### Naming Opportunities

Dedicated Area for Large Contributions	Contribution
Tree Planting with Plaque Recognition	\$5,000
Dean and Counselor Offices - 17 available	\$5,000
Outdoor Bench with Plaque Recognition	\$10,000
Student Reflection Rooms - 2 available	\$10,000
Student and Staff Breakout Rooms - 6 available	\$10,000
Boys and Girls Locker Rooms - 2 available	\$15,000
Classrooms - 24 available	\$25,000
Theater Room	\$50,000
Dance Room	\$50,000
Founder & Executive Director Office	\$50,000
Nurse's Office	\$50,000
Cafeteria	\$50,000
Conference and Staff Work Rooms - 4 available	\$50,000
Library	\$100,000
Art Studio	\$100,000
Music Room	\$100,000
College & Career Office	\$100,000
Science Labs - 2 available	\$100,000

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Entrance Lobby and Reception	\$250,000
Athletic Field (Phase Two)	\$250,000
Gymnasium	\$500,000
School Building	\$1,000,000

## VI. Use and Value of Funds

At Libertas Academy, we receive funding for a majority of our annual operating budget from state and federal grants. Yet this funding is not adequate to deliver the highest quality academic experience possible that our students deserve. As such, philanthropic funding is key to setting Libertas Academy apart and our students ahead. For example, our annual development goal is a direct investment into:

1. Merit and need-based scholarships for some of our best and brightest. This includes:
  - a. \$5,000 scholarship awarded to the class valedictorian.
  - b. \$3,500 scholarship awarded to the class salutatorian.
  - c. \$5,000 Leave a Legacy award.
    - i. **\$13,500 needed each year.**
2. Alumni support initiatives like:
  - a. Mini-grants (\$500- \$1500) for graduates on their college journey who may experience financial hardships that could be barriers in successful college matriculation and persistence. The goal should be to keep this level fund at **\$50,000.**
  - b. Cash for transcripts (\$50 per semester) program to assist in collecting invaluable data around alumni performance and college persistence. Total needed in **FY26 is \$14,000.**
3. Dual Enrollment Initiatives.
4. Access to Summer College Prep Programs. **\$25,000 to support this.**
5. Arts and music equipment. **\$146,015 to support this.**
6. Technology to include robotics supplies. **\$4,000 to support this.**
7. Athletic equipment. **\$43,400 to support this.**
8. Classroom Library Collections. **\$50,000- \$100,000 to support this.**

## VII. Roles and Responsibilities

As stated earlier, a successful development program will require the involvement of all constituents. Below is an overview of the general roles and responsibilities of the Board, Development Committee, and our staff.

Board of Trustees:

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- ☐ Adopt a fundraising plan and set fundraising goals in accordance with the budget.
- ☐ Make personal contributions.
- ☐ Use personal networks to identify potential donors.
- ☐ Cultivate donors and ask for gifts.
- ☐ Evaluate fundraising efforts.

Development Committee:

- ☐ Work with ED to develop a fundraising plan that identifies potential donors and includes strategies, responsibilities, and a timeline.
- ☐ Recommend plan to the Board.
- ☐ Assign people to cultivate donors and ask for gifts.
- ☐ Track outreach solicitations and gifts.
- ☐ Report progress and results to the Board.

Executive Director:

- ☐ Share budget and funding priorities with the Development Committee and the Board of Trustees as a whole.
- ☐ Manage professional consultant scope of work to meet fundraising goals.
- ☐ Work with the Development Committee to create a plan.
- ☐ Draft grant applications.

Director of Special Projects:

- ☐ Maintain donor database of individuals, including interests and relationships.
- ☐ Maintain a database of foundations, agencies and other grant-giving organizations including priorities, relationships, previous grant recipients, and application deadlines and requirements.
- ☐ Develop informational materials for dissemination.
- ☐ Support ED in drafting grant applications.