

Zoom Link	https://salemacademycs.zoom.us/j/83991635993?pwd=4rGk3TZWAvh7U6jfXKe15AkohAy8lb.1
Members Present	Kara McLaughlin, Mark Stevens, Sal Martinez
Members Absent	Toyuwa Newton, Edward Aroko, Julie Rose
SACS Staff	Stephanie Callahan
Recorder	Fallon Burke
Guests	Nohara Lopez
Start Time	8:04 am
End Time	9:14 am

Minutes

- I. Mark Stevens moved to approve the October minutes, seconded by Sal Martinez, and the motion was unanimously approved.
- II. Kara McLaughlin updated the committee on Board on Track, noting that an agreement has been signed, and Fallon Burke will lead system implementation as System Administrator. Kara also mentioned plans to update the bylaws before the March 1, 2025, deadline.
- III. The discussion then turned to the Board Participation Survey, which Kara sent to gather feedback on committee participation and officer roles; more responses are needed for slate development.
- IV. In regards to the ED Evaluation, Kara and Toyuwa will connect to implement the Evaluation process. The Board will use last year's survey.
- V. The committee also reviewed the BOT Matrix and discussed potential Board prospects.
- VI. The meeting concluded with an interview with prospective Trustee Nohara Lopez.
 - A. When asked why this particular school board appealed to her, Nohara shared that she attended one of the first meetings discussing charter schools in Massachusetts over 20 years ago. Originally studying marketing, she transitioned into a career in higher education, driven by her passion for helping students succeed. Her experience in Boston deepened her appreciation for charter schools, particularly for Salem Academy's supportive school culture, community impact, and commitment to college readiness. She expressed her personal investment in the school and eagerness to contribute to its growth for the benefit of students and the city, as a resident of Salem and parent to two current students, and one alum.

- B. In response to a question on the skills and assets she would bring to the board, Nohara highlighted her expertise in compliance, data extraction, and student success initiatives, along with her role as a liaison for the National Student Clearinghouse and her strong collaboration skills.
- C. When asked about committee participation preferences, Nohara Lopez shared her experience working with various committees. She also noted her role as Co-Chair of Football and Cheering in Salem. Regarding Facilities, Nohara mentioned her extensive experience scheduling over 1,150 classes at Suffolk, including researching and implementing solutions for facility needs, such as the use of classroom tables and computer labs.

VII. The meeting was adjourned at 9:14 am.

Documents Referenced During the Meeting:

- October Meeting Minutes
- Board Participation Survey
- Board Matrix
- Prospective Trustee Interview Questions