APPROVED Board Meeting Minutes

Date: May 26, 2026
Meeting Called to Order: 5:16PM
Attendance:
Present: Matthew Nittoly, Kevin Forget, Anne Dichele, Deborah Whalen, Amanda Magnusson, Amariz Videz, James Martinez Adam Norris, Paul Viscontini, Nell Conroy, Steph, Larry, Kim
Absent: Jessica Vonashek, Nichole Shagoury

Approval of Previous Meeting Notes

- April meeting notes approved. (Motion: Nell Conroy, second: Kim)
    - Note made to make three corrections in regard to typos.

Director's Update – Matthew Nittoly

- Standardized testing for grades 3–8 was completed with 100% participation
- The 8th grade trip to Washington, DC was completed last week
- 8th grade graduation is scheduled for Thursday, June 18
- The school is entering a renewal year, with the formal charter renewal process beginning in fall 2026
- The school received facilities funding:
    - $475,000 from a facilities grant request originally submitted for $968,000
    - $40,000 in DRIP funding (District Repair and Improvement Project)
- The $475,000 is intended primarily for a heating system revamp in the lower school building
- The school will have a new cohort of Quinnipiac University resident interns, with four interns placed in grades 1–4 next year

Financial Report – Adam Norris

- The school received its state charter funding payment
- Cash in the Fairfield County operating account increased by about $470,000
- The unbilled receivable decreased by about $779,000
- Accrued payroll liability dropped to near zero due to timing of payroll cycles
- IT consultant payable increased to about $35,000, pending invoices
- Overall, the school is about $43,000 favorable to budget on net income

Fundraising Update – Deborah Whalen & Amariz Videz

- The board discussed the recent International Night, which was described as highly successful:
    - Attendance was estimated at roughly 50–60 people
    - The event exceeded expectations and filled all cafeteria tables
    - Parents responded strongly once **text messages** were sent; email RSVPs were less effective
    - A list of about 10–15 parents volunteered to help with future planning
- start thinking about a small number of events for next school year and possibly re-establish a parent planning group
- Gala Planning for Spring 2027
    - • Possible venues discussed included:
    - Norwalk Inn
    - Cove area event space
    - Hilton Garden Inn
    - Hdmx / Heartland Stone building, suggested by Jessica as a possible space with strong nonprofit support
    - 50 Washington rooftop patio
- rough pricing benchmark of about **$150 per person** was discussed for a dinner/appetizer/bar
- bartaco Fundraiser Reminder, Kevin announced that the Bartaco fundraiser will run every Tuesday in June

Closing notes

- Larry shared that he plans to step back from board service at the end of the school year:
- emphasized that he remains a supporter and resource for fundraising, sponsorship, and advice
- board was encouraged to attend graduation on June 18 and possibly gathering afterward.

Meeting adjourned at 5:55 PM (Motion: Anne 2nd : Kim)
Next Meeting: June , 2026 (in person)
Agenda for 5:30pm 6/16/26 (virtual):
Roll Call
Next School Year Budget Approval