

First State Military Academy Board Meeting Minutes

16 December 2025

Quorum present, in-person and Zoom meeting called to order @ 1735.

Moment of Silence

Pledge to US Flag

Board Members Present: In-Person: S. Kidner, R Payus, H Contant, M Orlando, K Yencer, K Palasia C. Martin, R Capitan. Via zoom: G Bailey, P Hughes

Staff: In-Person: Mr. Blair Newman, Principal. COL Bob Wallace, Commandant, Katie Kubota, Supervisor of Curriculum and Kathleen Swierzbinski, Supervisor of Operations.

Motion to Approve Agenda, 2nd, Passed 10 to 0.

Public Comment: None.

Secretary's Report: Motion to Approve 18 Nov Minutes 2nd, Passed 10 to 0.

Treasurer's Report: P Hughes. Presented WSFS statements from Nov. Reported USDA withdrawals occurring without issue. Two deposits from last month noted. Ending Balance of \$269,657 as of 30 November '25. Still working with USDA to withdraw from our "Savings Loan Acct" #509 for their automatic payments. Discussed the Bryn Mar Trust visit in early Dec. Some take-aways for the Board to include establishing a Trust Account that can receive gifts other than money and getting with other wealth advisors to offer FSMA as a potential "tax exempt gift".

Motion to accept Treasurer's Report, 2nd Passed 10 to 0

Principal's Report: B Newman. Submitted. Total Enrollment 424. Applications at 106. Draft FY'26 budget presented. Noted we have spent approx. 41.2% of budget but at 41.7% of the fiscal year... trending behind. Noted most of the District's monies have been paid but all final payments are due in December. Overall financial position remains steady.

Motion to accept Web Report for November as presented, 2nd, Passed 9 to 0.

Principal noted we have an Open House this Thursday night and two more on 7 and 28 January. Significant discussion about how to reach new parents. Consideration of taking 2nd mailer money and using for a digital campaign in February. Discussed we have two retirements – our football coach/Dean of Students and our Special Ed Supervisor.

"Dashboard". Report Attached.

Commandant's Report. B Wallace reported Drill this year may have less competitions. First one will be 10 January in Pocomoke City, MD.

Committee Reports:

Strategic Planning and Development: H Contant – No Report.

Marketing/Communications: R Payus – No Report.

Finance/Treasurer: P Hughes – No Report

Academic: K Palaisa – Discussed numerous student lead fundraisers this past Semester.

Board Governance: R Capitan – Updated the Board on the tractor purchase and should be at the school by end of week.

Facilities: K Yencer – All forms, plans, reports submitted to DeIDOT and the Town of Clayton, and the project has been approved for CTF support. Last item is waiting for DeIDOT to provide the “Notice to Proceed” to the school. Paving will most likely not get done until Spring '26.

CBOC: S. Kidner – Noted overall financial health of the school is good. Will need to continue to focus on fundraising and focus on large grant writers. CBOC next meets in January.

Motion for Executive Session at 1829 to discuss a personnel matter, 2nd , Passed 9 to 0.

Motion to Return to regular Board meeting at 1900, 2nd Passed 9 to 0.

Motion to accept Commandant’s Proposal to retain and on-board MI’s for the remainder of school year at an unbudgeted cost of approx \$25,000, 2nd Passed 9 to 0.

Organizational Issues: S Kidner – Brief discussion about Board slots open and getting interviews done during the break.

Closing Remarks: Wishing everyone a Joyous Christmas Holiday!

Motion to Adjourn the Board meeting, 2nd Passed 8 to 0 at 1903.

Next Meeting: 27 January 2026 at 1730