

Monthly Meeting Minutes

Carroll Learning Alliance

Date: April 17, 2026

Time: 11:04 AM

Location: Virtual (MS Teams)

1. Call to Order & Roll Call

The meeting was called to order by **Kim Zentz** at 11:04 AM.

Board Members Present:

- Sarah White
- Jaime Brennan
- Nicole Acle
- Sallie Taylor
- Kim Zentz

A quorum was established.

2. Approval of Agenda

- **Motion:** Sarah White
- **Second:** Sallie Taylor
- **Outcome:** Approved unanimously.

3. Approval of Previous Meeting Minutes

- **Motion:** Sallie Taylor

- **Second:** Jaime Brennan
- **Outcome:** Approved unanimously.

4. Treasurer's Report

Report by: Jaime Brennan

- The **FY2025 Form 990** has been completed following last year's extension.
- The **Maryland Annual Report / Form 1** has also been filed.
- CLA's **official address** has been updated with both the State of Maryland and the IRS.
- Banking transitions are nearly complete; the former **Farmers & Merchants** account still needs to be formally closed. Kim will follow up with the bank regarding required documentation.

No additional questions were raised.

5. CSP Grant Training Requirements

- All board members must complete the required CSP training videos.
- Each video requires a **separate Google Form submission** noting completion and one takeaway.
- Kim will resend the link to all members.

6. Building & Planning Department Update

Kim provided updates from the recent meeting with the **County Planning Department, CSLI, and McKenzie Commercial Realtors:**

- There is **no forestry easement** on the portion of the property where a future addition may be built — a major positive development.
- The county confirmed CLA may utilize the **adjacent county-owned stormwater management pond**, paying only a prorated share for necessary expansion. This represents significant cost savings.
- The building's current footprint is approximately **19,000 sq. ft.**, and feasibility work continues regarding classroom capacity. Resulting to why there is a need for an addition

7. Architecture & Engineering Funding (CSP Grant)

- CSP funds **may be used for feasibility-related A&E costs**, including structural assessments.
- Example: A \$12,000 structural feasibility study qualifies.
- Grant funds **cannot** be used for design or construction drawings at this stage.

8. CSP Grant Spending Challenges

- The CSP grant is **reimbursement-based**, requiring CLA to spend funds before being reimbursed.
- Limited cash on hand continues to make spending the grant difficult.
- Stephanie from MAPCS is working to establish partnerships with financial institutions willing to support CSP grantees with short-term credit options.

9. Legislative Bond Initiative (LBI)

- CLA submitted an LBI request for **\$500,000** during the 2026 session.
- Early indications suggest it was **not funded this year**, though the delegation is now aware and can support future requests.

10. Statewide Classical/Charter Coalition Idea

Kim and Nicole shared a proposal to host a **coalition meeting in Annapolis** for Maryland classical/charter boards, including Queen Anne, Cecil, Frederick, and Sabillasville.

- Potential speaker: **Christopher Perrin**, classical education expert (Cost could be close to \$4,000).
- This would support statewide collaboration and is an eligible CSP Grant expense.

11. Open Administrative Items

- The next **CSP Quarterly Report** is due at the end of April.
- One required policy will be circulated for **email vote** upon completion.
- Board members should review and respond promptly.

No additional administrative items were raised.

12. Adjournment

- **Motion:** Sallie Taylor
- **Second:** Sarah White
- **Outcome:** Approved unanimously.

The meeting adjourned at approximately 11:28 AM.

Next Meeting: May 15, 2026 at 11:00 AM