

The background features abstract, overlapping geometric shapes in various shades of blue, ranging from light sky blue to deep navy blue. These shapes are primarily located on the left and right sides of the page, framing the central white area.

AMSA Board of Trustees

As presented by Jill Schafer, Parent Representative

September 2017

Board of Trustees

- ▶ The AMSA Board of Trustees is the organized group of volunteers who, collectively, are legally and morally accountable to the community for the success, vitality, and effectiveness of AMSA.
- ▶ The role of the BoT is governance - it encompasses legal responsibilities, general oversight, planning and policy-making, and meeting fiduciary requirements.

Board of Trustees

- ▶ A charter school Board of Trustees is similar but different than a school committee
 - ▶ Reports directly to DESE at the state level, not to an individual municipality
 - ▶ Still operates according to Open Meeting Law requirements
- ▶ A charter school Board of Trustees is the primary body responsible for school's finances
 - ▶ School committees review budgets and spending but overall finances roll up into town finances
 - ▶ Charter schools have no opportunity to seek budget overrides
 - ▶ Charter schools are responsible for paying for their own facilities, they are not provided or maintained by the town
- ▶ A charter school Board of Trustees has an extra layer of accountability
 - ▶ Must pass annual audit by outside audit firm
 - ▶ Must create an Accountability Plan indicating how it intends to meet its charter obligations
 - ▶ Must report annually to DESE on progress toward its Accountability Plan

BoT Composition

- ▶ Comprised of 7- 15 members that volunteer to oversee the School's operation and function. The BoT is governed by a formal set of Bylaws and operates according to various MA statutes and regulations. Members are elected to the Board by existing membership for a term of 3 years.
- ▶ Current BoT Make-Up: 13 trustees at large; 1 faculty representative and 1 parent representative.
- ▶ There are four Standing Committees: Finance & Audit, Governance, Education, and Fundraising & Development.
- ▶ In addition, there are a number of task forces working on special areas of interest, which include, or have included: Facilities, Recruitment, Climate/Surveys, Regional Issues and Special Education

BoT Members: 2017-18



Pauline Jen Ryan,
Chair



Rick Kamal,
Vice Chair



Thomas Taverna,
Treasurer, Fin Comm Chair



Allyson Hope Cohen,
Secretary



Chris O'Keeffe, Trustee,
Development Chair



Ken Estabrook,
Trustee



Ev Reynolds,
Trustee



Michael Glass,
Trustee

BoT Members: 2017-18



Lucy Ferrante,
Trustee



Roger Jarrett,
Trustee, Gov Comm Chair



Eugene Pettinelli,
Trustee, Edu Comm Co-Chair



Raul Porras,
Trustee



Liz Saul,
Trustee, Edu Comm Co-Chair



Brianna Murphy,
Faculty Rep BoT



Jill Schafer,
Parent Rep BoT

BoT Role & Function

- ▶ Ensuring Successful Charter Renewal
- ▶ Setting and overseeing the School's governing policies (Governing Policies are different from School Policies)
 - i.e. Governing Policy - School must have a dress code. School Policy - Setting the specific dress code
- ▶ Hiring and evaluating the School's Leader (Executive Director)
- ▶ Ensuring the school's curriculum meets educational standards
- ▶ Approving and monitoring the School's annual/capital budgets
- ▶ Conducting regular and routine public meetings where governance issues are discussed
- ▶ Discussing, Voting and Taking Actions necessary to ensure successful School operation and growth

BoT Role & Function - con't

- ▶ Ensuring independent auditors audit the School's financials annually
- ▶ Ensuring the Accountability Plan is approved by DESE annually and the Annual Report is submitted to DESE to report progress against the Accountability Plan
- ▶ Seeking approval of Charter amendments, as needed

BoT & Administration

“Governance is not about budget lines, personnel issues and field trip approvals. It is about values and vision and strategic leadership.” - John Carver, Boards That Make a Difference

Example	Board of Trustees	Administration
Financial Oversight	<ul style="list-style-type: none">• Approves annual budget• Reviews periodic financial reports• Ensures that proper internal controls are in place	<ul style="list-style-type: none">• Prepares annual budget with input from staff and finance committee• Oversees preparation of periodic financial reports• Implements proper financial controls
Personnel Oversight	<ul style="list-style-type: none">• Hiring, Dismissal and contract renewal of the ED	<ul style="list-style-type: none">• Hiring, Dismissal and contract renewal of all school employees (except the ED)
Financial Policies	<ul style="list-style-type: none">• Make certain AMSA has financial policies that are fair and equitable	<ul style="list-style-type: none">• Determines the fee structure based on the overall school budget

Parent Representative

- ▶ Represents the parent community voice to the Board as the primary liaison between the BoT and parents
- ▶ Communicates regularly with parents on the activities of the BoT at PTO meetings
- ▶ Provides parents an understanding of BoT role & responsibilities
- ▶ Nominated by PTO Board and elected by BoT to serve a one-year term

Jill Schafer: jschafer@amsacs.org

Becoming involved...

▶ Attend a BoT Regular Meeting

- ✦ Meeting dates are posted on the Activity Calendar
- ✦ Meeting time is 6:30 PM in Upper School Cafeteria

▶ Participate at the BoT committee level

- ✦ Reach out to the Committee chair and keep an eye out for Committee Meetings (also posted on the Activity Calendar)

▶ Join the BoT or recommend candidates

- ✦ Review “Joining the Board” on the Trustee section of the AMSA Website
- ✦ Reach out to the Board Members who are responsible for recruiting (Chris O’Keefe, Michael Glass or Pauline Jen Ryan) for more information