



Advanced Math & Science Academy Charter School

Board of Trustees Meeting

Date and Time

Thursday September 23, 2021 at 6:00 PM EDT

Meeting will be held via remote participation See AMSA web site for information on accessing meeting

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
Opening Items			
A. Call the Meeting to Order		Roger Jarrett	5 m
Meeting recorded and is live streaming on AMSA Facebook page.			
Announce BOT members in attendance			
Appoint timekeeper			
Exec Session: Purchase or lease of real estate -- will not reconvene			
B. Record attendance and guests		Sara Snow	2 m
C. Public Comment		Roger Jarrett	10 m
Liz Saul will coordinate the order of comment; please email Liz Saul lsaul@amsacs.org to sign up for public speak or request at this time			

	Purpose	Presenter	Time
Call for Public speakers			
Each Speaker: Please state your name and topic			
D. Flag Board discussion items from Public Speak	Discuss	Roger Jarrett	2 m
II. Votes			6:19 PM
A. Approve minutes August 19 Board Meeting	Approve Minutes	Roger Jarrett	2 m
B. Vote to the purchase of 199/201 Forest Street and Determine Loan Rate Lock based on 15 vs 20 years For exact wording see attached documents provided by AMSA's Legal Counsel Ellen Linzey Co-presenter	Vote	Roger Jarrett	15 m
C. Authorize ED to serve as Signatory			5 m
D. Approve Anser Advisory Contract (Owner's Project Manager) Finance Committee Recommendation			5 m
III. Audit Report and vote			6:46 PM
A. Yearly Audit Report	FYI	Kristin Carney	20 m
This has been reviewed/approved in Finance Committee			
This Audit reflects Liana's hard work			
B. Vote to accept audit report	Vote	Kristin Carney	5 m
IV. Executive Directory Yearly evaluation report			7:11 PM
See attached document			
A. Executive Director Evaluation	FYI	Liz Saul	10 m
Report out from Executive Director Evaluation task force (Liz, Raul, Roger)			
V. Reports			7:21 PM
A. Executive Director Report	FYI	Ellen Linzey	25 m
Please hold followup questions for the Q&A session			
B. Executive Director report Q&A	Discuss	Ellen Linzey	10 m
C. Faculty Representative Report	FYI	Zakery Oglesby	5 m
D. Parent Representative Report	FYI	Bela Gorman	5 m

	Purpose	Presenter	Time
E. Flag Board discussion items	Discuss	Roger Jarrett	2 m

Check for board discussion items from ED, Faculty, and Parent reports

VI. Chair Business 8:08 PM

A. Chair Business	FYI	Roger Jarrett	10 m
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Appoint Survey Task Force
disband ED Evaluation Task Force

VII. Committee Reports 8:18 PM

A. Development Committee Report	FYI	Benjamin Hammel	10 m
B. Education Committee	FYI	Liz Saul	10 m
C. Governance Committee report	FYI	Sheila Kelly	10 m

Consent Agenda update

D. Finance Committee report	FYI	Kristin Carney	10 m
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VIII. BOT discussion of items flagged from Public Speak, ED, Faculty Rep, Parent Rep 8:58 PM

Topics as needed; time for discussion to be determine by BOT

A. Discuss topics and determine next step(s) for each topic nominated	Discuss	Roger Jarrett	10 m
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IX. Meeting Wrap Up 9:08 PM

A. Review action items from past BOT meetings	Discuss	Roger Jarrett	5 m
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C.Summary of Action Items

Parking lot: Items will not be discussed unless there is an update during Committee reports

- 1: Strategic goal framework -- being worked on by Governance Committee led by Sowmini
- 2: Committees to create and publish SMART Goals in Board on Track
- 3: Roger to work with Ben Hammel and Sowmini Sampath on creating metrics tied to our mission, core values, and vision. (on hold)
- 4: Governance will work with Kristen to review revised Investment Policy provided by the Finance Committee.

	Purpose	Presenter	Time
5: Committees to create and publish SMART Goals in Board on Track			
B. Meeting Effectiveness Assessment	Discuss	Roger Jarrett	5 m
Discuss and Assess remote participation including			
What challenges or problems did we face?			
What are our best practices?			
What should we do the same or different next meeting?			
...			
C. Collect Candidate Agenda Items and Action items for October 2021 BOT Meeting	Discuss	Roger Jarrett	5 m
From Board Topic calendar and carry forward from previous meetings			
OML Training -- Sheila			
From BOT Topic calendar			
<ul style="list-style-type: none"> • BOT: Approve audit report (Done in this meeting) • ED: MCAS Report • ED: School enrollment and attrition detailed report • Chair or Vice Chair: BOT Q1 check-in Strategic Planning SMART goals • Survey Task Force to start Fall Survey planning and set timeline 			
D. Summary of Action Items	Discuss	Roger Jarrett	5 m
X. Closing Items			9:28 PM
A. Call for motion to go into executive session	Vote	Roger Jarrett	2 m
Executive session for Purchase/Lease of Facilities will not reconvene in open session			
B. Executive Session	FYI	Roger Jarrett	
C. Adjourn Meeting	Vote		