



Advanced Math & Science Academy Charter School

Board of Trustees Meeting

Date and Time

Thursday October 28, 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 September 23 meeting	Approve Minutes	Roger Jarrett	2 m
B. Finegold Architect Contract approval	Vote	Ellen Linzey	5 m
C. Pre construction budget	Vote	Ellen Linzey	5 m
Co-presenter Liana McClaren			
D. Budget revision	Vote	Kristin Carney	15 m
Updated revised budget to reflect building purchase and other significant events since June 2021 co presenter Liana McLaren			
E. Consent Agenda for Board meetings	Vote	Sheila Kelly	10 m
Vote to implement pilot of consent agenda for our meetings co presenter Raul Porras			
If approved discuss logistics including but not limited to: when consent items must be submitted and communicated to BOT members expectations of BOT members to prepare for meeting length of pilot period			
See attached presentation			
III. Reports			6:56 PM
A. Executive Director Report	FYI	Ellen Linzey	25 m
Including but not limited to:			
• MCAS Report			
• School enrollment and attrition detailed report			
Please hold followup questions for the Q&A session			
B. Executive Director report Q&A	Discuss	Ellen Linzey	10 m
C. Parent Representative Report	FYI	Bela Gorman	10 m

	Purpose	Presenter	Time
D. Faculty Representative Report	FYI	Zakery Oglesby	10 m
E. Flag Board discussion items	Discuss	Roger Jarrett	2 m

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

IV. Chair Business 7:53 PM

A. Chair Business	FYI	Roger Jarrett	10 m
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Executive Director Goals -- status update Roger/Liz/Raul

Survey task force update -Zak/Raul/Dawn

V. Committee Reports 8:03 PM

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

Including
Trustee job description

See attached file

VI. BOT discussion of items flagged from Public Speak, ED, Faculty Rep, Parent Rep 8:43 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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VII. Meeting Wrap Up 8:53 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

	Purpose	Presenter	Time
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.			
5: Committees to create and publish SMART Goals in Board on Track			

B. Collect Candidate Agenda Items and Action items for November 2021 BOT Meeting	Discuss	Roger Jarrett	8 m
From Board Topic calendar and carry forward from previous meetings			

OML training in November (Sheila)
From BOT Topic calendar

- Chair: Begin preparation BOT Strategic planning meeting
- ED: AP and SAT state rankings
- ED: Conduct Fall Pulse Survey faculty and family (if we have a Fall Pulse survey)
- Begin planning for the Department Chair highlights

C. Summary of Action Items	Discuss	Roger Jarrett	5 m
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D. Meeting Effectiveness Assessment	Discuss	Roger Jarrett	5 m
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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?
- ...

VIII. Closing Items **9:16 PM**

A. Call for motion to go into executive session	Vote	Roger Jarrett	2 m
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Executive session for Purchase/Lease of Facilities will not reconvene in open session

B. Executive Session	FYI	Roger Jarrett	
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C. Adjourn Meeting	Vote		
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