



# Advanced Math & Science Academy Charter School

## Board of Trustees Meeting

### Date and Time

Thursday November 18, 2021 at 6:00 PM EST

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

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
Opening Items			
<b>A. Call the Meeting to Order</b>		Roger Jarrett	5 m
Meeting recorded and is live streaming on AMSA Facebook page.			
Announce BOT members in attendance			
Appoint timekeeper			
<b>B. Record attendance and guests</b>		Sara Snow	2 m
<b>C. Public Comment</b>		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			
Call for Public speakers			

	Purpose	Presenter	Time
Each Speaker: Please state your name and topic			
D. Flag Board discussion items from Public Speak	Discuss	Roger Jarrett	2 m
<b>II. Votes</b>			<b>6:19 PM</b>
A. Consent agenda: minutes October 28 meeting	Approve Minutes	Roger Jarrett	2 m
Consent agenda: Minutes from October 28 meeting			
B. Executive Director yearly goals	Vote	Ellen Linzey	10 m
Discuss and approve yearly goals: 2021 - 2022 School year			
Co-presenter : Liz Saul			
See attached goals			
C. Construction Management at Risk Procurement approval	Vote	Ellen Linzey	10 m
Construction Management at Risk Procurement for renovations and new construction for our campus See attached			
D. Committee Updates for Consent Agenda			
<b>III. Reports</b>			<b>6:41 PM</b>
A. Executive Director Report	FYI	Ellen Linzey	25 m
Including but not limited to:			
• SAT report			
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	10 m
D. Parent Representative Report	FYI	Bela Gorman	10 m
E. Flag Board discussion items	Discuss	Roger Jarrett	2 m
Check for board discussion items from ED, Faculty, and Parent reports			
<b>IV. Open Meeting Law Training (OML)</b>			<b>7:38 PM</b>
A. OML	FYI	Sheila Kelly	15 m

	Purpose	Presenter	Time
Presentation and Q&A			
<b>V. Chair Business</b>			<b>7:53 PM</b>
<b>A. Chair Business</b>	FYI	Roger Jarrett	10 m
January Offsite planning			
<b>VI. Committee Reports</b>			<b>8:03 PM</b>
<b>A. Governance Committee report</b>	FYI	Sheila Kelly	5 m
Including Trustee job description			
<b>B. Finance Committee report</b>	FYI	Kristin Carney	10 m
See monthly budget attachment			
<b>C. Development Committee Report</b>	FYI	Benjamin Hammel	5 m
See Development committee report			
<b>D. Education Committee</b>	FYI	Liz Saul	10 m
<b>VII. BOT discussion of items flagged from Public Speak, ED, Faculty Rep, Parent Rep</b>			<b>8:33 PM</b>
Topics as needed; time for discussion to be determine by BOT			
<b>A. Discuss topics and determine next step(s) for each topic nominated</b>	Discuss	Roger Jarrett	10 m
<b>VIII. Meeting Wrap Up</b>			<b>8:43 PM</b>
<b>A. Review action items from past BOT meetings</b>	Discuss	Roger Jarrett	5 m
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.
- 5: Committees to create and publish SMART Goals in Board on Track

	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
<b>B. Collect Candidate Agenda Items and Action items for Jan 2022 BOT Meeting</b>	Discuss	Roger Jarrett	8 m

From Board Topic calendar and carry forward from previous meetings

From BOT Topic calendar

- Chair: planning for BOT Strategic planning meeting
- Char and ED: Begin planning for the Department Chair highlights
- ED: PSAT results

<b>C. Summary of Action Items</b>	Discuss	Roger Jarrett	5 m
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<b>D. Meeting Effectiveness Assessment</b>	Discuss	Roger Jarrett	5 m
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Discuss and Assess remote participation including

- Consent Agenda feedback?  
 What challenges or problems did we face?  
 What are our best practices?  
 What should we do the same or different next meeting?  
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**IX. Closing Items**

**9:06 PM**

<b>A. Adjourn Meeting</b>	Vote		
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