



# Advanced Math & Science Academy Charter School

## Board of Trustees Meeting

**Date and Time**

Thursday February 17, 2022 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 YouTube page.			
Announce BOT members in attendance			
Appoint timekeeper			
Executive Session negotiation with non represented personnel will not reconvene			
<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			
Each Speaker: Please state your name and topic			
<b>D. Flag Board discussion items from Public Speak</b>	Discuss	Roger Jarrett	2 m
<b>II. Votes</b>			<b>6:19 PM</b>

	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
<b>A. Approve Minutes</b>	Approve Minutes	Roger Jarrett	2 m

1 item: Approve minutes Jan 2022

Approve minutes for Board of Trustees Meeting on January 27, 2022

<b>B. Consent Agenda</b>			5 m
Committee Meeting Minutes Summary			

<b>C. Vote to modify policy on Executive Session minutes A-102</b>	Vote	Sheila Kelly	5 m
Current process: <a href="https://resources.finalsite.net/images/v1608436917/amsacsorg/onqo1qo9nkye8gvgqand/A-102Minutes.pdf">https://resources.finalsite.net/images/v1608436917/amsacsorg/onqo1qo9nkye8gvgqand/A-102Minutes.pdf</a>			

**Process for Minutes of Executive Session Meetings**

The Secretary will send a draft of the Executive Session minutes to the Board Chair within seven days after the meeting. After review and approval by the Board Chair, the Secretary will send the approved version to the Director of Accountability for archival. Executive Session minutes that have not disclosed will be clearly designated as confidential. The Board will review the Executive Session Meeting minutes for disclosure in compliance with Open Meeting Law on the schedule stated in the Board calendar.

<b>D. Vote to approve Construction manager and pre-construction budget WT Rich Construction Management Company</b>	Vote	Ellen Linzey	10 m
Construction Manager: WT Rich Construction Management Company Pre-construction budget not to exceed \$150000			
Reviewed at the 2/15 Finance Committee meeting			

<b>E. Capital Campaign Release of Funds Agreement with STEM Soaring Eagles Foundation, Inc</b>	Vote	Liana McLaren	5 m
Agreement to transfer Capital Campaign funds from STEM Soaring Eagles to AMSA on a quarterly basis			
Reviewed at Finance Committee on 2/15			

**III. Reports 6:46 PM**

<b>A. Executive Director Report</b>	FYI	Ellen Linzey	25 m
Including but not limited to:			
• Facilities update			
Peter Proulx to present Diversity Equity Inclusion (DEI) results			
Please hold followup questions for the Q&A session			

<b>B. Executive Director report Q&amp;A</b>	Discuss	Ellen Linzey	10 m
<b>C. Faculty Representative Report</b>	FYI	Zakery Oglesby	10 m
<b>D. Parent Representative Report</b>	FYI	Bela Gorman	10 m
<b>E. Flag Board discussion items</b>	Discuss	Roger Jarrett	2 m
Check for board discussion items from ED, Faculty, and Parent reports			

**IV. Chair Business 7:43 PM**

	Purpose	Presenter	Time
<b>A. Chair Business</b>	FYI	Roger Jarrett	10 m
Board and Committee recruiting			
Offsite planning			
Strategic planning task force will meet before March BOT meeting			
<b>V. Committee Reports</b>			<b>7:53 PM</b>
<b>A. Development Committee Report</b>	FYI	Benjamin Hammel	5 m
<b>B. Education Committee</b>	FYI	Liz Saul	5 m
<b>C. Governance Committee report</b>	FYI	Sheila Kelly	5 m
co presenter Jill Schafer			
<b>D. Finance Committee report</b>	FYI	Kristin Carney	5 m
See monthly budget attachment			
<b>VI. BOT discussion of items flagged from Public Speak, ED, Faculty Rep, Parent Rep</b>			<b>8:13 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>VII. Meeting Wrap Up</b>			<b>8:23 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>B. Collect Candidate Agenda Items and Action items for March 2022 BOT Meeting</b>	Discuss	Roger Jarrett	8 m
From BOT Topic calendar			
• Chair planning for BOT Strategic planning meeting			
• Governance: Revise and approve Bylaws and Policies changes (as needed)			
• Executive Director: Student attrition and wait list report update			
<b>C. Summary of Action Items</b>	Discuss	Roger Jarrett	5 m
<b>D. Meeting Effectiveness Assessment</b>	Discuss	Raul Porras	5 m

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?  
 ...

**Purpose      Presenter                      Time**

**VIII. Closing Items**

**8:46 PM**

- |   |      |               |     |
|---|------|---------------|-----|
| <b>A. Executive Session</b>   | Vote | Roger Jarrett | 2 m |
| <b>To conduct strategy session in preparation for negotiations with nonunion personnel : Executive Director</b> |      |               |     |
| <b>B. Adjourn Meeting</b>   | Vote | Roger Jarrett | 2 m |