

APPROVED



Advanced Math & Science Academy Charter School

Minutes

Board of Trustees Meeting

Date and Time

Thursday April 28, 2022 at 6:00 PM

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

Trustees Present

Bela Gorman, Benjamin Hammel, Dawn Capello, Jill Schafer, Kristin Carney, Liz Saul, Maura Webster, Nicholas Poirier, Roger Jarrett, Sowmini Sampath, Zakery Oglesby

Trustees Absent

Raul Porras, Sheila Kelly

Guests Present

Ellen Linzey, Liana McLaren, Mike Finkle, Sara Snow

I. Opening Items

A. Call the Meeting to Order

Roger Jarrett called a meeting of the board of trustees of Advanced Math & Science Academy Charter School to order on Thursday Apr 28, 2022 at 6:00 PM. Chair Roger Jarrett announced that the meeting was being recorded and is live streaming on Facebook. The Board will go into executive session at the end of open session to discuss negotiations with non represented personnel, the Executive Director, as meeting in open session could be detrimental to the negotiation process. The Board will not reconvene.

Zak Oglesby will serve as timekeeper.

B. Record attendance and guests

C. Public Comment

No Public comment requests

D. Flag Board discussion items from Public Speak

No items were flagged for discussion.

II. Approve Minutes

A. Approve Minutes

Liz Saul made a motion to approve the minutes from Board of Trustees Meeting on 03-31-22.

Sowmini Sampath seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Roger Jarrett	Aye
Nicholas Poirier	Aye
Sowmini Sampath	Aye
Sheila Kelly	Absent
Jill Schafer	Aye
Bela Gorman	Aye
Zakery Oglesby	Aye
Dawn Capello	Aye
Benjamin Hammel	Aye
Kristin Carney	Aye
Liz Saul	Aye
Maura Webster	Aye
Raul Porras	Absent

III. Consent Agenda

A. Consent Agenda Items for Review (Non-Vote Items)

Committee reports were acknowledged as read.

B. Consent Agenda Items for Review (Vote items)

No items require votes.

IV. Reports

A. Executive Director Report

See attached ED Report.

Elen opened her report with words of gratitude for her team, students, and parents...the entire AMSA Community.

According to the US News and World Report, AMSA is the #2 public high school out of 340 in Massachusetts! AMSA is recognized as a top notch school.

Ellen has been the closing speaker for the NHS Induction Ceremony for the past four years.

Our seniors get a chance to speak about a teacher. that inspired them. especially during the difficult remote learning months.

Upcoming events....list

Aladdin April 29-20

Senior Awards Night May 24

Arts and Science Night May 25

Prom May 27

Seniors last day May 31

Graduation June 10

AMSA Golf Tournament August 15..dinner, raffle, silent auction

The building project is not moving ahead as planned. The cost came in way over budget. We will be unable to afford both a gym and classroom/labs. We have to make a decision to prioritize academics or athletics. Ellen wants to get support from the Board to focus on the academic side of the project first.

B. Executive Director report Q&A

Question from Bela Gorman, "If we move ahead with the academic building, can we add a gym to the building? Ellen said the academic building would be smaller than the planned gym, but a gym could be added.

The academic building will provide about 20000 sq ft., with 2 floors of classrooms. The five labs is a priority.

Ben Hammel asked if is there a financial analysis? How much would it cost of the academic building?

Ellen said it came in at 14M, which is still above allocation. There has been a lot of process around these discussions. Ellen wants Board support before she moves forward. We cannot move forward on both, we need to make a decision.

Academics or athletics?

A new building will cost less than bringing building 165 up to code.

Maura Webster added that they need to see the big picture. She is uncomfortable with going in just one way unless there is a plan. She wants to see a long range plan to be able to get it all....through fundraising. She does not want to see this as an either/or. Ellen said it is a Phased project and a gym is in the long range plans. However, we will never have a gym like Forekicks. Pete Jones was worried about the height of the proposed gym. It sounds like Forekicks is better. We don't want to build a gym that is not top notch.

Dawn Capello added that they must decide what the priority is now so they can move. Build it so we can add on to it. We must discuss development and fundraising. Take the academic option first and develop phases.

What is the biggest need? We need to come up with a master plan that gets us the gym, and office space eventually. Build the academic building now with the

understanding that we have a phased approach to getting school what it wants and needs.

The architects will need about 30 days to come back with a new plan.

Adding additional classrooms will be the biggest gamechanger. Continue to rent ForeKicks until we get further. Academics is the right focus and will make a significant difference and improve our program.

The Board demonstrated consensus that the academic building will be the initial focus, with a master plan to include the gym and office space in the future.

C. Faculty Representative Report

Zak Oglesby said there was not much to report. MCAS is in full swing in lower school and the general feeling is that the MCAS schedule is hard on class time. He was wondering if there is an opportunity to discuss options for scheduling.

D. Parent Representative Report

Bela Gorman reported that all was quiet on parent front.

E. Flag Board discussion items

No items were flagged for discussion.

V. Chair Business

A. Chair Business

Roger announced that the strategic planning meeting will be held in May or June. Roger asked for volunteers for the ED Evaluation Task Force. Roger and Raul will serve and they are seeking one more. Roger asked for members to contact him if interested.

Development will focus on getting contacts. Looking for list of organizations to contact. They have been working on a list and want to elaborate on it.

How can the board help Ellen contacting organizations and companies? We need face to face communication.

Roger said he is available to help reach out to companies. Bela said each member needs to make a personal goal to make connections and make themselves accountable and talk about it every time they meet.

The Capital Campaign Page on website needs to be updated. There are PR pieces. At the next board meeting we should show this material to remind folks how impressive it is.

AMGEN has donated 2500 lbs of science consumables!

VI. Committee Reports

A.

Governance Committee report

See attached Governance Committee Summary.

Jill Schafer reported for Sheila Kelly, who was unable to attend this meeting. The Governance Committee met on April 13. Governance will be updating the Board at the next meeting on the Onboarding Checklist and the executive session minutes release memo and the accompanying disclosure statement. They will recommend to release 47 sets of executive session minutes after the Board has a chance to review the disclosure statement and memo. After the vote, minutes will be available to the public upon request.

Jill suggests that we redact two sections from the executive sessions that were related to negotiation strategy, which could affect future Collective Bargaining negotiations. Other than that, all minutes are resolved and can be released.

The disclosure statement references 35 sets of missing executive session minutes between 2015 and 2017. Going forward, Governance will review the executive session minutes twice per year.

Governance is also working on Board recruiting and discussing which content should be posted on the AMSA website.

Roger asked Governance to work on the recruiting needs and ideal attributes of candidates. Sheila will bring this to the May Governance Committee meeting for discussion.

Bela sent out an email to parents promoting and recruiting membership on Board committees. She received only 6 or 7 responses. Sheila will direct parents to the appropriate committees in an email, and remind the parent community in general about joining committees.

B. Finance Committee report

See attached Finance Summary and Finance Reports.

Kristin reported that the Finance Committee looked at next year's budget. They will present an overview at the May BOT meeting.

DESE provided a tuition update. Tuition is down but above budget.

C. Development Committee Report

Ben Hammel reported that Development met on April 12. Betsy joined the committee with an update on the Capital Campaign. She offered some ideas and recommended the activity that Roger did to make a list of possible contacts.

They discussed creating a LinkedIn list. Betsy is managing the company list.

D. Education Committee

Liz Saul reported that the Education Committee met on April 14. She asked to include the presentation of the Senior Exit Survey to the Board at the May BOT meeting.

Mike Nawrocki is not in attendance tonight because he is a judge at a citywide spelling bee tonight at the APEX Center. She would like to wait to present the survey until Mike is present.

It will be worthwhile to get the AMGEN donation out to the public with a cover story to capture the generosity and support. Possibly a video interview or written article.

The Parent and Staff survey is open. The Survey Task Force will be able to present preliminary results to the Board in June.

VII. BOT discussion of items flagged from Public Speak, ED, Faculty Rep, Parent Rep

A. Discuss topics and determine next step(s) for each topic nominated

No topics were flagged for discussion.

VIII. Meeting Wrap Up

A. Review action items from past BOT meetings

Strategic planning meeting date is still not determined. Roger is working on this.

B. Collect Candidate Agenda Items and Action items for May 2022 BOT Meeting

Collecting agenda items for May

1. FYE 23 budget approval
2. Faculty Rep and Parent Rep nominations
3. Governance: Board self assessment.
4. Survey task Force: Parent and Staff
5. ED Evaluation Task Force
6. Senior Exit survey presentation in May: Liz and Mike
7. Executive session minutes and disclosure statement: Governance
8. Development resources for Capital Campaign: Maura

C. Summary of Action Items

D. Meeting Effectiveness Assessment

The meeting was efficient.

IX. Closing Items

A. Executive Session

Roger asked for a motion to go into executive session to discuss negotiations with non represented personnel as doing so in open session would be detrimental to the negotiating process. The board will take a short break and meet in executive session at 8:00pm. The Board will not reconvene. Only members of the Board will attend. Zak Oglesby will not attend due to the conflict of interest.

Maura Webster made a motion to go into executive session to discuss negotiations with non union personnel, Executive Director.

Benjamin Hammel seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

Sheila Kelly	Absent
Zakery Oglesby	Aye
Nicholas Poirier	Aye
Sowmini Sampath	Aye
Liz Saul	Aye
Dawn Capello	Aye
Raul Porras	Absent
Bela Gorman	Aye
Kristin Carney	Aye
Jill Schafer	Aye
Benjamin Hammel	Aye
Roger Jarrett	Aye
Maura Webster	Aye

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:54 PM.

Respectfully Submitted,
Sara Snow

Documents used during the meeting

- 4-28-22 Finance Consent Agenda Committee Report.2022.4.11.docx.pdf
- 4-28-22 Governanace Consent Agenda Summary 4-13-22.pdf
- 4-28-22 March 2022 Financial Statements .xlsx
- 4-28-22 Memo-Executive Session Minutes .pdf
- 4-28-22 BOT ED Report April 2022 .pdf