



Advanced Math & Science Academy Charter School

Annual Board Meeting

Date and Time

Thursday June 23, 2022 at 6:30 PM EDT

Location

AMSA upper school cafe with remote participation

Meeting will be held at AMSA in the upper school cafe with remote participation

See AMSA web site for information on accessing meeting

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
Opening Items			
A. Call the Meeting to Order		Roger Jarrett	5 m
Meeting recorded and is live streaming on our AMSA Facebook page.			
Announce BOT members in attendance			
Appoint timekeeper			
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			
Call for Public comment			

	Purpose	Presenter	Time
Each Speaker: Please state your name and topic			
D. Flag Board discussion items from Public Speak	Discuss	Roger Jarrett	2 m
II. Votes			
			6:49 PM
A. Approve minutes from 26 May	Approve Minutes	Roger Jarrett	2 m
B. Executive Director search firm selection	Vote	Dawn Capello	15 m
The working group (Dawn Capello, Anders Lewis, Raul Porras, Liz Saul, Jill Schafer, and Liana McLaren) will provide a summary of the top firms to the BoT. The working group will rank the list and provide their recommendation as to their top choice.			
C. Accept Faculty rep nomination	Vote	Roger Jarrett	2 m
1 year term July 2022 - June 2023			
Nomination by faculty: Zakery (Olgesby) Prescott			
D. Accept Parent Rep nomination Laura Burgess	Vote	Roger Jarrett	4 m
Nominated by PTO 1 year term July 2022 - June 2023			
E. Trustee Bela Gorman first term	Vote	Sheila Kelly	3 m
July 2022 - June 2025			
Note: Bela is currently serving as our parent rep July 2021 - June 2022.			
F. Trustee Roger Jarrett second term	Vote	Sheila Kelly	3 m
2 year team --July 2022 - June 2024 -- Limit in Bylaws to 7 consecutive years of service			
G. Trustee Raul Porras second term	Vote	Sheila Kelly	3 m
Three year term July 2022 - June 2025			
H. Trustee Jill Schafer second term	Vote	Sheila Kelly	3 m
2 years July 2022 - June 2024 Bylaw limit to 7 years of consecutive service			
I. Election BOT chair	Vote	Sheila Kelly	3 m
2 year term, July 2022 - June 2024			
J. Election BOT Vice Chair	Vote	Sheila Kelly	3 m

	Purpose	Presenter	Time
2 year term, July 2022 - June 2024			
K. Election BOT Secretary	Vote	Sheila Kelly	3 m
2 year term, July 2022 - June 2024			
L. Election BOT Treasurer	Vote	Sheila Kelly	3 m
2 year term, July 2022 - June 2024			
Note: Treasurer is also Chair of the Finance Committee			
M. Election Development Committee Chair Maura Webster	Vote	Roger Jarrett	3 m
III. Consent Agenda			7:39 PM
A. Consent Agenda Items for Review (Non-Vote Items) See April budget results	FYI		
B. Consent Agenda Items (Vote items)	FYI		
IV. Reports			7:39 PM
A. Executive Director Report	FYI	Ellen Linzey	25 m
Including: Building project update			
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			
F. Survey Task Force Report	FYI	Raul Porras	15 m
V. Chair Business			8:51 PM
A. Chair Business	Discuss	Roger Jarrett	10 m
Thank you to Kristin and Liz for many years of service our Board			
Bela Gorman will introduce and welcome Laura Burgess as the 2022-2023 Parent Representative.			
Laura Burgess will address the board.			

	Purpose	Presenter	Time
Trustees please complete Board Assessment sent out by Jill Schafer Email title includes : The board needs your feedback! (6/8)			
Trustees please complete Annual Financial Disclosure from DESE Email has title: Important Notice from ESE Regarding Financial Disclosure Requirements for Board Members (6/14)			
Dawn: announce ED stakeholder search committee participants			
Appoint members of Executive Committee effective July 1 2022			
Schedule July meeting date and BOT meeting and committee meeting schedule 2022-2023 school year -- see attached candidate schedule			

VI. Committee Reports 9:01 PM

A. Development Committee Report	FYI	Benjamin Hammel	5 m
B. Education Committee	FYI	Liz Saul	5 m
C. Governance Committee report	FYI	Sheila Kelly	5 m
D. Finance Committee report	FYI	Kristin Carney	5 m

Summary of May results see monthly budget attachment

VII. BOT discussion of items flagged from Public Speak, ED, Faculty Rep, Parent Rep 9:21 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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VIII. Meeting Wrap Up 9:31 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 Roger to review revised Investment Policy provided by the Finance Committee.

	Purpose	Presenter	Time
B. Collect Candidate Agenda Items and Action items for July 2022 BOT Meeting	Discuss	Roger Jarrett	10 m

From BOT Topic calendar and previous meetings

- Governance: Conduct BOT self-assessment <in progress>
- Governance: Report on BOT self-assessment
- BOT: Complete ED evaluation 21-22 and approve ED goals for 22-23
- BOT: Review and Approve Board Goals
- Secretary & Chair: Executive session minutes review

C. Summary of Action Items	Discuss	Roger Jarrett	5 m
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D. Meeting Effectiveness Assessment	Discuss	Raul Porras	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

9:56 PM

A. Adjourn Meeting	Vote	Roger Jarrett	2 m
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