

APPROVED



Advanced Math & Science Academy Charter School

Minutes

Board of Trustees Meeting

Date and Time

Thursday November 30, 2023 at 6:00 PM

Trustees Present

Bela Gorman (remote), Darren Rose (remote), Evan Przyborowski (remote), Jill Schafer (remote), Maura Webster (remote), Raul Porras (remote), Roger Jarrett (remote), Sheila Kelly (remote)

Trustees Absent

Gregory Theos, Sowmini Sampath

Ex Officio Members Present

Lisa Mobley (remote)

Non Voting Members Present

Lisa Mobley (remote)

Guests Present

Dwayne Stanley (remote), Liana McLaren (remote), Mike Finkle (remote), Mike Nawrocki (remote), Sara Snow (remote), Yuna Shin (remote)

I. Opening Items

A.

Call the Meeting to Order

Raul Porras called a meeting of the board of trustees of Advanced Math & Science Academy Charter School to order on Thursday Nov 30, 2023 at 6:00 PM.

B. Record Attendance

Chair Raul Porras called attendance. He announced that the meeting was being recorded and live streamed on Facebook. Raul welcomed Dwayne Stanley, who has been selected by the PTO to represent our AMSA parents on the Board of Trustees. Dwayne is the KeyNote Speaker at the Boston's Scholars Dinner this evening, and will be leaving the meeting very soon. The Board looks forward to his joining the Board.

C. Appoint Timekeeper

Timekeeper: Darren Rose

D. Public Comment

None

II. Board Education

A. BoardOnTrack Platform Review

Yuna Shin from BoardOnTrack has joined the meeting to provide an overview of the BoardOnTrack platform, its functions and resources. She is a member of the BoardOnTrack Success Team, out of California.

Yuna walked us through the dashboard and demonstrated how to navigate the website. (See recording for the full presentation.)

She showed the Board the operational tools, how to host meetings, store documents and institutional memories, create goals and surveys, and how the program ensures compliance.

Gina Fafard is our liaison and can serve as a sounding board for governance questions, and assist the Board with developing committee goals.

She made a point to call attention to the importance of completing the RSVP for board meeting to record accurate attendance and quorum status as a matter of compliance.

Raul said it is way more than just a website. BoardOnTrack offers real people, who are real experts, who are available to help us. We will get what we put into it.

III. Consent Agenda

A. Construction Budget Updates

The Board has reviewed the construction budget updates and change orders and are satisfied. No further discussion is required.

IV. Votes

A. Approve Meeting Minutes from October 26, 2023

Evan Przyborowski made a motion to approve the minutes from Board of Trustees Meeting - In person on 10-26-23.

Maura Webster seconded the motion.

The Chair called attention to a factual error in the minutes. The minutes were approved with the correction. Lucy Ferrante was voted as a STEM Soaring Eagles member, not the Chair. It has been corrected in the minutes.

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

Roll Call

Sheila Kelly	Aye
Bela Gorman	Aye
Sowmini Sampath	Absent
Jill Schafer	Abstain
Gregory Theos	Absent
Evan Przyborowski	Aye
Raul Porras	Aye
Darren Rose	Aye
Maura Webster	Aye
Roger Jarrett	Aye

B. Approve Special Meeting Minutes from November 8, 2023

Darren Rose made a motion to approve the minutes from Special Board of Trustees Meeting on 11-08-23.

Roger Jarrett seconded the motion.

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

Roll Call

Darren Rose	Aye
Sowmini Sampath	Absent
Gregory Theos	Absent
Bela Gorman	Aye
Roger Jarrett	Aye
Raul Porras	Aye
Jill Schafer	Aye
Evan Przyborowski	Aye

Roll Call

Sheila Kelly Aye
Maura Webster Aye

C. Approve Special Meeting Minutes from November 15, 2023

Darren Rose made a motion to approve the minutes from Board of Trustees Special Meeting on 11-15-23.

Evan Przyborowski seconded the motion.

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

Roll Call

Raul Porras Aye
Jill Schafer Aye
Sowmini Sampath Absent
Evan Przyborowski Aye
Bela Gorman Abstain
Roger Jarrett Aye
Darren Rose Aye
Gregory Theos Absent
Maura Webster Aye
Sheila Kelly Abstain

D. Introduce and Vote to approve Parent Representative Dwayne Stanley

Jill Schafer made a motion to approve Dwayne Stanley as Parent Rep, who will serve for the remainder of Laura Burgess' term, and a full term, from July 1, 2024 through June 30, 2025.

Bela Gorman seconded the motion.

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

Roll Call

Bela Gorman Aye
Evan Przyborowski Aye
Maura Webster Aye
Sowmini Sampath Absent
Sheila Kelly Aye
Roger Jarrett Aye
Raul Porras Aye
Jill Schafer Aye
Gregory Theos Absent
Darren Rose Aye

E. Approval of AMSA Bullying and Intervention Plan

Mike Nawrocki said the updated Bullying and Intervention Plan was reviewed at the Education Committee and was reviewed by the school's attorney. The Education Committee recommends approval by the full Board.

Sheila Kelly made a motion to approve the updated AMSA Bullying and Intervention Plan. Raul Porras seconded the motion.

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

Roll Call

Sowmini Sampath	Absent
Darren Rose	Aye
Raul Porras	Aye
Maura Webster	Aye
Jill Schafer	Aye
Bela Gorman	Aye
Gregory Theos	Absent
Roger Jarrett	Aye
Evan Przyborowski	Aye
Sheila Kelly	Aye

V. Capital Campaign Update

A. Update

Maura Webster Capital reported in the wonderful groundbreaking ceremony. She added that it provided important traction for AMSA in the local press.

The Imagine Committee will be meeting tomorrow morning.

They had a major gift meeting last week, discussing some new directions and targets.

Maura added that this is a great time of year to make pledges and those end of year charitable contributions for 2023!

Reminder: 100% participation by board members is crucial, especially when speaking to perspective corporate donors. It is not the amount of the contribution. rather, what matters most is full participation!

VI. ED Update

A. Update

(See full ED Report for details)

Dr. Mobley provided her monthly update.

Highlights include:

She thanked all the families and participants who have generously donated on Giving Tuesday.

She will not be giving gifts to staff this year, instead she plans to add a brick on behalf of staff.

A shout out to the Drama Society for the masterful work by seniors on "A Royal Tragedy", and the Drama Society's next performance on December 8/9, Jason and the Argonauts.

The Athletic Awards Night highlighted students who are athletes and scholars too. Students with the highest GPA from all the teams.

We have partnered with Healthcare Data Security Experts/Cloud Services and Cybersecurity who are giving projects to our students. Great opportunities!

Lisa reported on the enrollment attrition report. We are expecting to be overenrolled for the next two year, but they are working on a correction.

Security Updates include issuing door fobs to staff to replace the old door code system. Also, a new visitor monitoring system has just been installed, which was through a safety grant.

Lisa and her team are now looking at an Internal Communication System.

They are continuing to discuss chronic absenteeism, which has become a hot issue. DESE is now putting weight on attendance, more than ever.

VII. Faculty Rep Update

A. Update

Greg Theos was unable to attend tonight's meeting, but he submitted his report. (See attached.) Raul summarized Greg's report.

Greg's report focused on two important issues that teachers are concerned about. First, that AMSA teachers' salaries are not keeping up with the cost of living and the schedule. The second concern is about ensuring that the scheduling team creates a smooth and equitable schedule for teachers.

Dr, Mobley added that we will be going into negotiations soon and they are focusing on financial transparency and what can be done to enhance the life of our teachers.

Scheduling was bumpy last year, but they will be making an effort to build a more equitable schedule. The schedule is very complex, but Mike and Amanda have already started the process with PowerSchool.

VIII. Chair Business

A. Committee Goals Update

Raul reminded the Board that at the last meeting they discussed what would be the best time to review Committee and Board goals. Yuna showed how we can track them so he

asked members to add their goals to BoardOnTrack. The Board will discuss goals at the January 4 meeting, which will be remote The strategic planning meeting on January 27 will be in person. Logistics to follow.

Raul mentioned the Staff Holiday Party and encouraged board members to attend if they are able. It will be held on December 15 at noon at the Neighborhood Tavern in Northborough.

IX. Committee Reports

A. Finance Committee Update

The last Finance Committee discussed their goals and will present their short and long term goals at the January 4 meeting.

B. Education Committee Report

Roger reported that the Education Committee discussed their goals, and they will be present at the strategic planning meeting. They also reviewed the Bullying and Intervention Plan as previously mentioned.

C. Governance Committee Report

Sowmini Sampath is not in attendance to report. Sheila Kelly and Raul Porras reported that the Committee added tasks to their goals and they are researching governance training opportunities.

They will be reviewing the updated Employee Handbook once it is returned from HR Knowledge for final review and a vote.

D. Development Committee Report

Maura Webster said there was nothing further to report beyond was already reported.

X. Closing Items

A. Adjourn Meeting

Maura Webster made a motion to adjourn.

Bela Gorman seconded the motion.

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

Roll Call

Raul Porras	Aye
Jill Schafer	Aye
Maura Webster	Aye
Sheila Kelly	Aye
Gregory Theos	Absent
Evan Przyborowski	Aye
Darren Rose	Aye
Bela Gorman	Aye
Sowmini Sampath	Absent
Roger Jarrett	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:10 PM.

Respectfully Submitted,
Sara Snow

Documents used during the meeting

- 11-30-23 PCO-Change Event Log.pdf
- 11-30-23 AMSA Tracking budget.pdf
- 11-30-23 Updated Bullying Prevention and Intervention Plan August 2023.pdf
- ED Report 11-30-23 (1).pdf
- 11-30-23 Faculty Representative Report.pdf