

APPROVED



Advanced Math & Science Academy Charter School

Minutes

Board of Trustees Annual Meeting

Date and Time

Thursday June 6, 2024 at 6:30 PM

The Board plans to go into executive session at the end of open session to discuss strategies regarding negotiations with represented personnel as doing so in open session would be detrimental to the process and to discuss the reputation, character, physical condition, or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.

Trustees Present

Bela Gorman, Christine Tridente Fahey, Darren Rose, Dwayne Stanley, Evan Przyborowski, Gregory Theos, James Carter, Jill Schafer, Maura Webster, Raul Porras, Roger Jarrett, Sheila Kelly

Trustees Absent

Sowmini Sampath

Ex Officio Members Present

Lisa Mobley

Non Voting Members Present

Lisa Mobley

Guests Present

Liana McLaren, Mike Finkle, Mike Nawrocki, Padmaja Bandaru, Sara Snow

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 Jun 6, 2024 at 6:30 PM.

B. Record Attendance

C. Public Comment

No Public comment

II. Consent Agenda Items

A. Construction Budget Updates

No further discussion needed.

III. Votes

A. Approve Minutes from May 2, 2024

Roger Jarrett made a motion to approve the minutes from May 5 with correction. The correct amount for the new roof on 199 Forest Street is 130K. The correction has been made to the minutes from the Board of Trustees Meeting on 05-02-24.

Maura Webster seconded the motion.

Sheila Kelly abstained.

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

B. Officer Elections

Raul Porras announced the BOT Officers for the 2024-2025 school year:

Chair: Maura Webster

Vice Chair: Darren Rose

Secretary: Sheila Kelly

Treasurer: Bela Gorman

Evan Przyborowski made a motion to approve the 2024-2025 BOT Officer slate.

Raul Porras seconded the motion.

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

C. Executive Director Entry Plan and Goals

See attached Entry Plan

Highlights include:

Strengths: Diverse backgrounds of teachers who have real world experience

Weaknesses: Colleges do not understand the level of rigor at AMSA

GPA is calculated differently in different districts

Colleges and universities make their first cut by looking at the numbers.

We are below the per pupil tuition rate due to our sending districts.

Charter schools have a lack of fiscal opportunities

Se are enrolling more and more challenging students and we need more supports.

We want to focus on supporting our teachers in their professional development.

We are looking to expand our enrollment cap of 966 by 30 students, providing more funding and allow us to fill in teachers.

Next year's schedule is very efficient and almost done. Mike and Amanda have utilized every room and every teacher.

Threats that exist for a charter school:

We deal with legislation that does not promote charter growth. The Charter Association Advocacy needs a voice.

Charter schools are susceptible to mismanagement of finances because the state is not there to back funding past tuition. AMSA has always had clean audits but we have to maintain this viability.

Continuing with a conservative approach to projections is the right way to do it. You can't spend more than you have.

Lisa believes that AMSA's "Unapologetic Rigor" is part of the secret sauce and we have to make sure that nothing threatens the secret sauce.

We need to our high level courses, even if there are less than 20 students in the class. It is what makes AMSA AMSA.

One of Lisa's goals for next year is to update the outdated administrative job descriptions.

She wants to provide more opportunities to have families on campus and reevaluate how we measure success at AMSA.

She intends to promote the professional culture, utilizing the PLC format but we need to support the teachers better. She will design the school calendar to reflect this.

D. Introduction of Maddie Bedard--Alumni Association President

Maddie Bedard graduated in 2020 and attended George Washington University and now works at the state house See attached slides.

She is the new President of AMSA's Alumni Association.
They held their first meeting in April.

E. Appointment of Roger Jarrett to STEM Soaring Eagles

Roger Jarrett will go on the STEM Soaring Eagles as a new member.
They have voted to approve him.
Roger will continue to work on the Finance Committee and on the Foundation.
Darren Rose made a motion to appoint Roger Jarrett to STEM Soaring Eagles.
Raul Porras seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Roof Proposal Vote Addendum

Maura Webster made a motion to amend the roof expense vote to reflect that if there is contingency money left we will be allowed to be reimbursed to cover the roof on the lower school.
Sheila Kelly seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Retaining Wall and Paving Work

Raul Porras made a motion to approve the contingency money that is now available for additional improvements, so AMSA can move forward with building the retaining wall and getting the paving work completed, and not to exceed \$426K.
Darren Rose seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Approve Medical Emergency Response Plan/Behavioral Health Emergency Response Plan

Maura Webster made a motion to approve medical documents.
Gregory Theos seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Updates

A. Capital Campaign

Marci Eckel will provide general development update

They have sold 144 bricks.
They will have a memorial brick for Ben Hammel.
They have 900 bricks and were hoping to sell 300.
They hope to build a Culture of Philanthropy.

- August 6 is the 5th annual Golf Tournament at the Marlborough Country Club. Silent Auction items are needed.
- September 14 5K
- Oct 30 Fun Run

Marci mentioned the Business Partners Program and the great work done by Cindy Zomar and Mary Jo Nawrocki.

Should we open the Bricks program up to the Alumni Association?

We are not funded like public schools so we need to engage with our community and drive home the message. We need face to face opportunities with the community to talk about how AMSA is funded. "Friendraising" not fundraising.

ACTION: Reach out to alumni association about bricks.

B. Board education: Charter Renewal Process

See attached presentation.

C. Faculty Representative Update

Greg wants to encourage the board to read the survey comments from teachers.
He has been elected to serve another one year term as the Faculty Representative.

D. Parent Representative Update

Dwayne Stanley said there was not much to report but he did reach out to the PTO.
The PTO needs volunteers for the following events:
Summer uniform sale
Back to school teacher luncheon
Homecoming Dance
Parents Night Out
Holiday Pie Sales
Seniors scholarships
Pi day
Senior Spring lawn signs
RedSox tickets
After Prom

Teacher Appreciation Week

Scholarships

Senior Collages

8th grade dance

Uniform sale

Labor day parade

The PTO is also looking for volunteers to shadow the current officers so they can get these positions filled.

The PTO wants to thank the staff and students who have helped with events. They hope to create more awareness of events among the AMSA community.

V. Committee Reports

A. Development

Maura Webster reported that they kicked off their Development Committee meeting with discussing how to reinvent the committee and how the members could be better utilized.

Maybe some could shift over to the STEM Soaring Eagles.

They are looking to create policies about how to accept gifts.

Express the role of the Development Committee vs the Imagine Committee.

What is the best path to make it a successful program?

B. Finance

Roger Jarrett reported that all Finance Committee business was reported earlier in the meeting.

C. Governance

Sheila Kelly reported that the Governance Committee discussed Board recruitment.

Discussion was held regarding ED succession planning. .

The board will vote on the Handbook approval at the July Board meeting, as well as the annual report and the renewal application.

D. Education

Roger reported that the Education Committee met to discuss the Survey results.

Evan reported on family surveys, which was created to be more concise.

They will go over more in depth with the faculty survey.

Overall, there was a higher participation response in the family and faculty survey.

The 4 categories were academics, administration, communication, and climate
What are parents are worried about?
Drugs and violence were concerns.

Family Survey Highlights

PowerSchool

Desire for a formalized music program that is extracurricular or in the program.
Overall the teacher parent communication was positive.
Some comments were about not having a good experience with communication.
Evan would like to make the data actionable.

Faculty

Still need to review to open responses. Once they have themes they will go back to multiple choice and come up with items that are administrative tasks.

The goal is to have the Education Committee or Admin create an actionable plan.
What is operational vs. governance?

Lisa said she is aware of communication issues. in the family survey and the admin are taking steps to address this.

Greg sent out the survey results to the teachers today. Transparency is important, and some of it is not positive. Sending out a summary of results is a good idea that included the favorable percentages.

The staff should see the raw data from the family survey.
No surveys were conducted last year.

Top issues:

Enforcement of policies at school.

Admin enforces policies but only half the staff are favorable.

Uniform enforcement.

Overall climate and morale is a concern.

Only half the faculty believe their students are excited to learn.

Only 50% of faculty are optimistic about AMSA's future.

These are glaring numbers.

We need to take this and focus on how to plan the future.

Thanks to Greg Theos for his work. Having the Education Committee doing the survey is the right place for it.

VI. Chair Business

A. Strategic Planning update

Strategic planning review.
Raul shared the Strategy on a Page.

Three strategies:
Expand tuition revenue
Increase non tuition revenue.
Advocacy Capacity

Long term strategies....advocating for changing how charter schools are funded.
Raul encouraged the board to continue this work and build on the previous work.

B. Chair remarks on school year

Raul thanked all the board members...and the others who are leaving the Board...Roger, Jill, Sowmini.
It is a tough job and he wanted to thank all of them for all their work.
Preserve the secret sauce!

VII. Review Action Items

A. Previous Meetings

Board Policy Review.
Handbook review.

B. New Action Items

ACTION: Marci will reach out to alumni association about bricks.

VIII. Call for a Motion to go into Executive Session

A. Vote to go into Executive Session

Roger Jarrett made a motion to go into executive session for two reasons...first to discuss strategies regarding negotiations with represented personnel as doing so in open session would be detrimental to the process and second to discuss the reputation, character, physical condition, or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.

Darren Rose seconded the motion.

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

Invited guests Lisa Mobley, Mike Nawrocki, and Liana McLaren.

Wen into Executive session at 9:50pm.

IX. Closing Items

A.

Adjourn Meeting

Bela Gorman made a motion to adjourn.

Dwayne Stanley seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:00 PM.

Respectfully Submitted,
Raul Porras

Documents used during the meeting

- 6-06-24 Construction Budget 5.14.24.pdf
- 6-06-24 Change Order Log 5.14.24.pdf
- Entry Plan Findings (2).pdf
- Added Paving Areas Further Breakdown.pdf
- PCO #019 (ADDED PAVEMENT AREAS BREAKOUT PRICING) ROM.pdf
- 14746 AMSA Wall Repairs - Estimate.pdf
- 04300000_AMSACS_AMSACS_06-7-24_MERP.pdf
- 04300000_AMSACS_AMSACS_06-07-24_BHERP.pdf
- 6-06-24 Charter Renewal Overview.pdf
- Handbook Changes 24-25 Memo.docx (1).pdf
- AMSA Alumni Association.pptx