



# Advanced Math and Science Academy Charter School

201 Forest St. Marlborough, MA 01752 (508) 597-2400

## Board of Trustees Meeting Monday, June 7, 2010 6:30 PM

**Facilitator:** *Chair: Robert Ledoux*

2008 - 2009	Term History	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Jun 7	Jun 17
Bob Ledoux		X	X	X	X	X	X	X	X	X	X	X	
Henry Haugland		X	X	X	X	A	A	X	X	X	X	X	
Anna Charny		X	A	X	X	A	X	X	X	X	X	X	
John Lomot		X	X	X	A	X	A	X	X	X	X	X	
Jay Sweeney		A	X	X	X	X	X	X	X	X	X	X	
Anton Teodorescu		X	X	X	A	X	X	X	X	X	X	X	
Mark Sweeney		X	X	X	X	X	X	A	X	X	X	X	
Roger Jarrett		X	X	X	X	X	X	X	X	X	X	X	
Karla Talanian		-	-	X	X	X	X	X	X	X	X	X	
Craig Holbrook		-	-	-	-	X	X	X	X	X	X	X	
Rashid Shaikh		-	-	-	-	-	-	-	-	X	X	X	
Barbara McGann		X	X	X	X	X	X	X	X	X	X	X	

**Invited Guests:** 0

**Consultants:** 0

**Student Representatives:** 0

**Student:** 1

**Public:** 1

**School Staff:** 2

**Minutes:** Sara Snow

**Next Meeting:** June 17, 2010 ANNUAL MEETING

Minutes

AGENDA	TOPIC	DISCUSSION	NEXT STEPS/ACTION ITEMS
<b>6:30 PM</b>	<b>Agenda and Minutes Approval</b>	Bob Ledoux opened the meeting at 6:35 PM. John Lomot made the motion to approve the April 29 minutes, Anton Teodorescu second, all in favor, motion carried. (Henry Haugland, Anna Charny, and Roger Jarrett not present for vote)	VOTE
<b>Administrative</b>	<b>Time Keeper</b>	Jay Sweeney/John Lomot after 7:30	
<b>Public Comment</b>		None	
<b>ED Report</b>		<p>AMSA students are working very hard this Spring. Students have been busy with AP and MCAS prep and testing, participating in various academic and athletic competitions, and putting on dramatic productions for the AMSA community.</p> <p>Parents planned a great week of organized activities and educational presentations for AMSA students who stayed home during Field Trip Week.</p> <p>Rachel's Challenge, a program dealing with bullying, was received well by staff and students.</p> <p>National Honor Society Induction Ceremony on June 8.</p> <p>One of our very talented teachers, Derin Sanli, has published a book.</p> <p>AMSA's second annual Harbor Cruise Dance was a tremendous success.</p> <p>The air conditioning in Building 201 is now working.</p>	

<b>Finance Committee Report</b>		<p>Nothing new from the Finance Committee since last meeting. The next school year budget will be presented at the Annual Meeting June 17.</p>	
<b>Governance Committee Report</b>		<p>Clarification of the election procedures and policies for officers in the BOT Bylaws will be presented to the Board at the Annual Meeting June 17. Governance Committee will send clarifications to the Board prior to the Annual Meeting for review.</p>	
<b>Busing Task Force Report</b>		<p>Task Force is still waiting to hear from Marlborough, whose contract is not ready yet. Marlborough will plan AMSA's local bus routes.</p> <p>AMSA's regional bus contract was awarded to AA Transportation.</p>	<p>Action: Roger Jarrett will send letter to Marlborough Parents regarding busing before the end of school, June 23.</p>
<b>ED Evaluation</b>		<p>In accordance with the AMSA BOT Bylaws, an annual evaluation of the Executive Director's performance is made by the BOT. A performance rating is determined through a process of interviews with the ED's direct reports (via ED evaluation Task Force), an evaluation form filled out by all BOT members, and consideration of the parent and staff surveys. The BOT ED Evaluation rated Barbara McGann as scoring 4.4 out of 5.</p> <p>A motion was made by Anton to accept the results of the evaluation and renew Ms. McGann's contract as ED for the following school year. John Lomot second, all in favor, motion carried unanimously.</p> <p>A motion was made by Craig Holbrook to increase the ED's salary from 120K to 125K. Karla Talanian second, all in favor, motion carried unanimously.</p> <p><b><i>The Executive Director declined the increase in salary.</i></b></p>	<p>VOTE</p> <p>VOTE</p>

<p><b>Annual Meeting</b></p>		<p>There was lengthy discussion on the process by which Board members would nominate candidates for the positions of Chair and Vice Chair, Secretary and Treasurer.</p> <p>Anna Charny will take a year off from the Board as per the By-Laws after serving 6 consecutive years on the BOT, but will remain active with the Education Committee. Bob Ledoux will end his term as Chair but will continue as a Board member.</p> <p>The Finance Report will present the 2010-2011 school budget</p> <p>Fund Development will be discussed. Mark Sweeney would like to have a fundraising specialist address the Board at the Annual Meeting.</p> <p>Bob Ledoux suggested that there be a long range planning meeting in July.</p> <p>The Board will conduct a self-evaluation and provide results at the Annual Meeting.</p>	
<p><b>Other Business</b></p>		<p>The AMSA Accountability Plan expects the BOT to have a 100% participation in the Annual Giving Drive. Board members are urged to contribute if they have not yet this fiscal year.</p> <p>The Car Raffle did not prove to be a particularly successful fundraiser. Raffle tickets cannot be considered as a Board member contribution to the Annual Giving Drive.</p>	
<p><b>Adjourn</b></p>		<p>John Lomot made a motion to adjourn, Mark Sweeney second, all in favor, motion carried.</p>	<p>VOTE</p> <p>Next Meeting Date: Thursday, June 17 ANNUAL MEETING</p>

ACTION ITEMS

Action item	Owner	Date Assigned	Date due	Date accomplished
Task force to coordinate efforts on bus issue	Ledoux, McGann, Haugland, Teodorescu	7-14-09		continuing
AlertNow sent to Marlborough parents re: buses	McGann	7-14-09	7-17-09	7-17-09
Letter to Mayor Nancy Stevens re: buses	McGann	7-14-09	7-15-09	7-15-09
Reason for low Family Survey response	McGann	7-14-09	9-22-09	9-22-09
By-Laws to be posted on AMSA website	McGann	7-14-09	9-01-09	8-15-09
Foundation Org Chart	McGann	7-14-09	8-18-09	8-18-09
"What is AMSA, and why should you care?"	Haugland	7-14-09	10-21-09	10-21-09
MCAS Analysis	McGann	8-18-09	9-22-09	9-22-09
Set up AMSA email address for Gov Committee	Haugland	8-18-09	9-22-09	9-22-09
Submit letter "What is the foundation?"	McGann	8-18-09	9-22-09	9-22-09
Submit curriculum details to Board	Charny	8-18-09	10-21-09	10-21-09
Respond to complaint	McGann	8-18-09	8-24-09	8-24-09
Confirm Bus Issue is on MSC agenda 10-28-09	McGann	10-22-09	10-28-09	10-27-09
Letter to Parents RE: State Legislators	McGann	11-16-09	11-20-09	11-17-08
Response to Renewal Inspection Report	McGann	11-16-09	12-05-09	12-05-09
Letter to Marlborough School Committee: Buses	Jarrett, Ledoux	11-16-09	1-26-10	1-26-10
Email info to BOT prior to Long Range Meeting	M. Sweeney	11-16-09	12-01-09	12-01-09
Parking and flow chart for building 165	McGann	1-11-10	2-25-10	2-25-10
Background/flow chart for 'Partners in Education'	Cianci	1-11-10	1-21-10	1-21-10
Who is financially responsible for buses?	McGann	1-11-10	2-25-10	2-25-10
Foundations for non appropriated funds?	McGann	1-11-10	2-25-10	2-15-10
12'th grade curriculum presentation	McGann, Charny	1-11-10	2-25-10	2-25-10
Request DESE approval of new Board member	Teodorescu	2-25-10	4-29-10	3-10-10
Surveys: parent and faculty	McGann	2-25-10	4-29-10	4-01-10
Clarify Bylaws	Holbrook	3-18-10	4-29-10	4-29-10
Letter to Parents RE: College Prep	McGann	3-18-10	4-29-10	4-29-10
Letter to PTO: Invitation to BOT meeting	Jarrett	3-18-10	4-29-10	4-29-10
What are the legal guidelines for excess funds?	Lomot	3-18-10	4-29-10	4-29-10
Report on ED evaluation	ED Evaluation Task Force	3-18-10	5-24-10	6-07-10
Schedule ED Evaluation Interviews with Admin	Snow	4-29-10	5-05-10	5-05-10
Traffic Plan Draft information	Administration	4-29-10	6-17-10	
Write initial draft letter to Marlborough parents	Jarrett	4-29-10	6-17-10	

