



Advanced Math and Science Academy Charter School

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

Board of Trustees Wednesday, September 21, 2011 6:30 PM

Facilitator: Chair: Henry Haugland

| 2010-2011 | Position | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
|------------------|--------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Henry Haugland | Chair | X | X | X | X | | | | | | | | | |
| Craig Holbrook | Vice Chair | X | X | X | X | | | | | | | | | |
| John Lomot | Treasurer, Finance Chair | X | X | X | X | | | | | | | | | |
| Anton Teodorescu | Secretary, Gov Chair | X | X | X | X | | | | | | | | | |
| Karla Talanian | Ed Committee Chair | X | X | X | X | | | | | | | | | |
| Rashid Shaikh | Communications Chair | X | A | X | X | | | | | | | | | |
| Mark Sweeney | Facilities Chair | X | X | A | X | | | | | | | | | |
| Roger Jarrett | Trustee | X | X | X | X | | | | | | | | | |
| Mike Lubawski | Teacher Rep | - | X | X | X | | | | | | | | | |
| Holly Horrigan | Parent Rep | - | X | X | X | | | | | | | | | |
| Anna Charny | Trustee | A | X | A | X | | | | | | | | | |
| John Brucato | ED, ex officio | - | - | X | X | | | | | | | | | |

Presenter: Nancy Sinacola, Emily Lewis and the Latin Club & Jay Sweeney MCAS Presentation

Consultants: 0

Student Representatives: 1

Student: 9

Public: 17

School Staff: 17

Minutes: Sara Snow

Next Meeting Date: October 20, 2011 (Date confirmed on October 10, 2011)

Minutes

| AGENDA | TOPIC | DISCUSSION | NEXT STEPS/ACTION ITEMS |
|--|-------|---|-------------------------|
| 6:30 PM | | The Chair opened the meeting at 6:30 pm. Roger Jarrett made a motion to approve the August 17th BOT minutes, Anton Teodorescu second, all in favor, motion carried. | VOTE |
| Public Comment | | None | |
| ED Report | | <p>Nancy Sinacola, Chair of World Language Dept and Emily Lewis, Latin teacher introduced the Latin Club. Students shared their many achievements.</p> <p>John Brucato reported on:</p> <ul style="list-style-type: none"> • the opening of school • transportation; reassured parents that we will continue to address the bus issues facing AMSA families who are Marlborough residents • enrollment at 961 as of 9/21/11 • Committee and Mentor programs <p>Jay Sweeney, Principal, presented the impressive 2011 MCAS results. The PowerPoint presentation will be posted on the AMSA website. Jay plans to share this presentation with the students at a school wide assembly to celebrate their success.</p> <p>John asked parents to send suggestions for improving the AMSA website.</p> | |
| Chairman announces the need for an Executive Session | | Henry Haugland, Chair, announced to the audience that the board would need to meet in Executive Session at the end of the meeting to discuss contractual issues regarding school property and the Board would not reconvene. | |

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| <p>Facilities Report</p> | | <p>Ann Richards was acknowledged for doing an admirable job with Operations. Eric Lane has been hired to serve as Director of Facilities to oversee maintenance of the facilities, property issues with the landlord and school safety.</p> | |
| <p>Finance Report</p> | | <p>John Lomot reported the FY 2011/2012 AMSA Budget 11.8 M in Revenue vs. 11.6 M in Expenses.</p> <p>The current FY2001/2012 financial projection is for Payroll to be 250K higher than budget, which is being offset by a higher tuition rate and 100K in expense savings.</p> | |
| <p>Governance Committee Report</p> | | <p>Anton Teodorescu reported that on August 20th we received a letter from DESE informing us that the new Board members and the new Bylaws were approved. We are still waiting on the decision of the major amendment request to increase the enrollment maximum to 1066.</p> <p>Parents have requested that the Board meet on a regular schedule. The school administration submitted a school year calendar with proposed meeting dates on the third Thursday of the month. The Board was open to meeting on a set day of the month going forward, but could not decide on a date for the October meeting.</p> <p>The Board was asked to revisit the role of subcommittees and their relevance with regards to 'function and need". It was suggested that the Board back away from the current extent of involvement and perhaps hold a public meeting dedicated to discussing the role of subcommittees.</p> <p>The Board will be looking to recruit additional Board members.</p> | |

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| Other Business | | <p>Mark Sweeney made a motion for the Board to go into Executive Session, Anton second the motion. A Roll Call was called:</p> <p>Mike Lubawski-YES, Rashid Shaikh-NO, Mark Sweeney-YES, Roger Jarrett-YES John Lomot-YES, Anton Teodorescu-YES, Henry Haugland-YES, Craig Holbrook-YES, Anna Charny-Abstain, Karla Talanian,-YES, Holly Horrigan-YES.</p> | VOTE |
| Adjourn | | John Lomot made a motion to adjourn, Anton Teodorescu second, all in favor, motion carried. | Next Meeting date: To be determined |

ACTION ITEMS

| <u>Action item</u> | <u>Owner</u> | <u>Date Assigned</u> | <u>Date due</u> | <u>Date accomplished</u> |
|--|----------------------|----------------------|-----------------|--------------------------|
| Summation of Committee Progress: 1-07 agenda | McGann | 12-15-10 | 1-07-11 | 1-07-11 |
| Check if new committees need to be added | Teodorescu | 12-15-10 | 1-07-11 | 1-07-11 |
| Review case statement and send comments | Board members | 12-15-10 | 1-07-11 | pending |
| Finalize case statement | M. Sweeney | 12-15-10 | 1-07-11 | pending |
| Measuring Academic Success | Dineen | 2-10-11 | 3-24-11 | 3-24-11 |
| Capital Asset Plan | Lomot | 2-10-11 | 3-24-11 | ongoing |
| One page story on College Admissions | Admin | 3-24-11 | 4-28-11 | 5-10-11 |
| Prominent Officials available to attend graduation | Shaikh | 3-24-11 | 4-28-11 | 4-28-11 |
| Three Criteria for Science Assessment | Admin | 3-24-11 | 4-28-11 | 4-28-11 |
| Charter Proposal for Athletics Program Committee | Athletics Committee | 5-26-11 | 6-13-11 | pending |
| Contact DESE regarding enrollment cap policy | Talanian | 5-26-11 | 6-13-11 | 6-24-11 |
| Add Literacy Across the Curriculum to agenda | Snow | 5-26-11 | 6-13-11 | 6-13-11 |
| Send link for Broadcast to AMSA community | Tuton | 5-26-11 | 5-27-11 | 5-27-11 |
| Post Communications Committee Meeting | Snow | 5-26-11 | 6-09-11 | 6-09-11 |
| Improve communications for next year | Shaikh | 6-13-11 | ongoing | ongoing |
| Submit amendment request to increase enrollment | Talanian/Ledoux | 6-13-11 | 7-13-11 | 7-24-11 |
| Develop Safety Plan | Administration | 7-13-11 | 9-21-11 | 9-21-11 |
| Check on status of new board members | Governance | 8-13-11 | 9-21-11 | 9-21-11 |
| Board email for correspondence | Admin/Communications | 8-13-11 | | |