



Advanced Math and Science Academy Charter School

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

Board of Trustees Meeting

Monday, November 16, 2009 6:30 PM

Facilitator: *Chair: Robert Ledoux*

2008 - 2009	Date of Re-election as Board member	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Bob Ledoux		X	X	X	X	X							
Henry Haugland		X	X	X	X	A							
Anna Charny		X	A	X	X	A							
John Lomot		X	X	X	A	X							
Jay Sweeney		A	X	X	X	X							
Anton Teodorescu		X	X	X	A	X							
Mark Sweeney		X	X	X	X	X							
Roger Jarrett		X	X	X	X	X							
Karla Talanian		-	-	X	X	X							
Craig Holbrook		-	-	-	-	X							
Barbara McGann		X	X	X	X	X							

Invited Guests:

Consultants: Charles Webb, Alexander, Aronson, and Finning

Student Representatives: 0

Student: 1

Public: 1

School Staff: 6

Minutes: Sara Snow

Next Meeting: December 5, 2009 Long Range Planning Meeting

Minutes

AGENDA	TOPIC	DISCUSSION	NEXT STEPS/ACTION ITEMS
6:30	Agenda and Minutes Approval	October 22, 2009 Meeting Minutes approved Jay Sweeney moved to approve the September minutes, Mark Sweeney second, Anton abstained, motion carried. (Roger Jarrett not present for vote)	VOTE
Administrative	Time Keeper	Mark Sweeney	
Public Comment		none	
Parent Action Group	Organization name change	The AMSA Parent Action Group (PAG) requested approval to change the organization's name to the Parent Teacher Organization (PTO). John Lomot moved to approve, Jay Sweeney second, all in favor, motion carried.	VOTE
Auditors Report	Charles Webb, from Alexander, Aronson, and Finning	AMSA received a "Clean Management Letter" with a few recommendations: such as identifying financial risks and mitigation strategies John Lomot moved to accept the Audit, Anton second, all in favor, motion carried.	VOTE
Executive Director's Report		<ul style="list-style-type: none"> • Discussion about AMSA needing to mobilize its staff, parents, and affiliates to demand our Massachusetts legislators not to pass the amendments now on the table that will adversely affect charter schools. • AMC 8: grades 6-8 participated in the competition for the fifth consecutive year. Results are used for assessment purposes. • The Renewal Inspection Report was positive overall. Areas of concern were centered on teaching practices. It was noted that many of our veteran teachers were not observed by the Inspection Team. • Mitchell Chester, Commissioner of Education, will be visiting AMSA on Thursday, December 3, 2009. • The Administration and the Education Committee has 	<p>Action: Send letter to parents informing them of the impending legislation with a link to the various State Reps</p> <p>Action: Respond to questions and Issues mentioned in the Renewal Inspection Report</p>

		<p>concluded that last year's mentor program was not always effective. The Math Department implemented a Peer to Peer Coaching System that has proven successful. The Peer to Peer Coaching System will be implemented in other departments delivering a more strategic mentoring.</p> <ul style="list-style-type: none"> • Department Chairs meet every third Tuesday focusing on formative assessment and long range planning • Busing Task Force: The Marlborough School Committee holds the opinion that the bus routes are currently comparable which AMSA has proven otherwise with GPS data. • Lord of the Rings Dance for grades 9-11, Friday, December 4 	<p>Action: Send a letter to the Marlborough school Committee asking if AMSA can be part of the discussion on busing. AMSA will officially disagree with the term "comparable" and will ask if a rep can speak at the next meeting.</p>
Finance Committee Report		<p>Year to Date financial results are slightly better than the budget due to lower personnel costs and higher than projected enrollment. There have been some expenses that were not included in the budget, such as additional PE facility expense and the parking lot fee for the registered car pool in the afternoon.</p>	
Ed Committee Report		<p>The Tufts Proposal is in limbo. What was originally proposed as a grant funded program has developed into a suggested summer program without funding. The Online materials also present a logistics problem. Therefore, the proposal is not being considered at this time.</p>	
Governance Committee Report		<ul style="list-style-type: none"> • Working on the storage of BOT documents, soft and hard copies. • By-laws and policies and procedures need to be updated to ensure consistency • Waiting on letter of board member approval for Craig Holbrook 	
Facilities Report		<ul style="list-style-type: none"> • The Facilities Committee Report will be first on the Long Range Planning Meeting agenda on December 5. There are several areas of questionable charges in our lease. • Summary of Athletic Department for next meeting • Student driven survey to determine interest for Golf Program 	<p>Action: Email questions and pertinent information to Board members prior to the Long Range Planning Meeting</p>
Miscellaneous		<ul style="list-style-type: none"> • Send agenda items for Long Range Planning Meeting to Bob Ledoux • Long range plans project 150 new students next year. AMSA 	

		<p>will make use of existing space and converting some rooms to classrooms.</p> <ul style="list-style-type: none"> • Holiday Appreciation Gathering at White Cliffs Tuesday, December 22. • Julia Sigalovsky's portrait has been completed 	
Adjourn		John Lomot moves to Adjourn, Anton seconds, All in favor, motion carried	Next BOT Meeting: Long Range Planning Meeting Saturday, December 5 at 8:00 AM VOTE

OPEN ACTION ITEMS

<u>Action item</u>	<u>Owner</u>	<u>Date Assigned</u>	<u>Date due</u>	<u>Date accomplished</u>
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
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
"What is AMSA, and why should you care?"	Haugland	7-14-09		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
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
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	
Letter to Marlborough School Committee: Buses	Jarrett, Ledoux	11-16-09		
Email info to BOT prior to Long Range Meeting	M. Sweeney	11-16-09	12-01-09	