



Advanced Math and Science Academy Charter School

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

Meeting Name: February Meeting Minutes

Date: 2/24/09

Time: 7:00 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	X	X	X				
Henry Haugland		X	X	X	X	X	X	X	X				
John Bayle		X	X	X	X	X	X	X	X				
Anna Charny		X	X	X	X	N	N	X	X				
John Lomot		X	X	X	X	X	X	X	X				
Jay Sweeney		X	N	X	X	X	X	X	X				
Anton Teodorescu		X	X	X	X	X	X	X	X				
Mark Sweeney		X	X	X	X	X	X	X	X				
Roger Jarrett							X	X	X				
Barbara McGann		X	X	X	X	X	X	X	X				
Julia Sigalovsky					X	X	X	N	X				

Invited Guests: Cory Sawyer and Robotics Team

Consultants:

Public: 35

School Staff: 7

Minutes: Sara Snow

Next Meeting: March 17, 2009

DRAFT Minutes

AGENDA	TOPIC	DISCUSSION	NEXT STEPS/ACTION ITEMS
7:00	Agenda and Minutes Approval	January Meeting Minutes approved: Henry Haugland moved to approve January meeting minutes, Anton Teodorescu second, all in favor, motion carried.	VOTE
Administrative	Time Keeper	Roger Jarrett	
Public Comment		<ul style="list-style-type: none"> • Questions about eliminating the position of Principal and the dismissal of Shelly Hinds • Dissatisfaction regarding how the decision was communicated to parents and students • Questions regarding the need for Directed Study Periods and concern with the mixing of student ability within courses such as Physics • Clarification regarding the Uniform Policy; a request for more than 3 minutes to address the Board of Trustees; request for better advertising of BOT meeting dates. 	
Invited Guests	AMSA Robotics Team	Cory Sawyer (Robotics Club Coach) introduced the Robotics Team The team presented their award winning "Energy Efficient Car Pooling Proposal"	

<p>ED Report</p>		<ul style="list-style-type: none"> • DOE Site Visit Report and areas of concern: Terra Nova testing will need to be implemented to comply with the Charter; there exists an overlap of Administration personnel and corresponding responsibilities; DOE recommends more differentiated teaching in the classroom. Overall, the DOE reported significant improvements from last year's site visit, especially regarding relations between faculty and administration. • 10th grade will be attending a College Fair in Boston April 7 • 8th grade will be relocating to the Upper School in September to allow an increase in 6th and 7th grade enrollment. • An engineering firm is evaluating chronic issues with the school facilities • New web site will be up soon • Discussed \$800K deficit with AMSA's \$8M budget due to: the prior year attrition rate in the Upper School. Also discussed the higher than anticipated overhead costs and the trade off (differential) between the costs of the anticipated overhead of the Development Team and projected fundraising income. The positions of Principal and Human Resource Director have been eliminated to address the budget deficit. Additional cuts are possible but not in teaching staff. • Finance Committee Meetings will be held one week prior to the BOT Meetings to allow Board members ample time to become familiar with the Finance Report. The next Finance Committee meeting: March 10 at 6:00PM (Conference Room) 	<p>Action Item: Finance Committee will review Julia's analysis of tuition and provide its analysis including rational for choosing specific tuition growth assumptions in the model.</p>
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<p>EDD Report</p>	<p>Fundraising Efforts</p>	<ul style="list-style-type: none"> • The Development Team is submitting 1 grant per week • Requesting participation of the Board with calling parents to say thank you and get support • Gala postponed to have time to improve donor list • Would like to include donors at the AMSA Award Ceremony • Magna Carta: faculty is having difficulties contributing to the publication due to work load. Possible use of outside writing assistance recommended. 	<p>Action Item: EDD to provide to the BOT concerning the Annual Giving Campaign :</p> <ol style="list-style-type: none"> 1. \$ raised last year 2. \$ raised this year 3. # Families who donated last year 4. # Families who donated this year
<p>ED Committee Report</p>		<ul style="list-style-type: none"> • Some details were missing from the Redistribution Proposal • Detailed outlines and mapping needed: Chemistry is in the best shape- AP Chemistry not yet presented • Committee wants to know the depth of content in proposed courses • Scheduling issues: Offering course choice verses what is practical or feasible within the schedule parameters • Schedule must be finalized as soon as possible • Computer Science is now an elective and needs to be redesigned • Clarity on requirements for graduation • Ed Committee Meetings will now be held at 4:30 PM prior to the BOT meetings at 7:00 PM 	<p>Action Item Provide:</p> <ol style="list-style-type: none"> 1. Main sequence of courses over 4 years 2. Schedule 3. Current status of 9th and 10th grade students

Miscellaneous		BOT Agenda: suggestions for better distribution of agenda draft with proposed topics and timely feedback from BOT members	
Adjourn	Next Meeting Date	John Lomot made a motion to adjourn, Jay Sweeney seconds All in favor, Motion carried	Next meeting date: March 17 at 7:00

Open Action items

<u>Action item</u>	<u>Owner</u>	<u>Date Assigned</u>	<u>Date due</u>	<u>Date accomplished</u>
EDD to provide contribution numbers (\$ and participants) from this year fund raising activities	EDD	02-24-09	03-17-09	
Administration to work with ED committee to further document proposed updates in HS curriculum	ED	01-20-09	02-24-09 Cont. 03-17-09	Continuing
Document student attrition for current school year and report to BOT	ED	01-20-09	02-24-09	02-24-09
Certify signed NDA for all staff and faculty	ED	12-15-08	02-24-09	
Submit Roger Jarrett's application to the DOE to be parent representative on the BOT	John Bayle	11-18-08	ASAP	01-20-09
Governance committee to submit updated by-laws to DOE for approval of teacher and parent representatives voting rights.	John Bayle	11-18-08	ASAP	01-20-09
Send change of bylaws on BOT Teacher Rep to DOE	John Bayle	9-16-08	10-21-08	10-21-08
Send request to add Mark Sweeney to BOT to DOE	John Bayle and Robert Ledoux	9-16-08	10-21-08	10-21-08
Re-submit DT plan to BOT	Julia Sigalovsky	9-16-08	10-21-08	10-21-08
New Committee to Evaluate the DT	Bayle, Ledoux, Lomot, Teodorescu, Sweeney	10-21-08	11-10-08	11-18-08