



Advanced Math and Science Academy Charter School

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

Meeting Name: March Meeting Minutes

Date: 3/17/09

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

Invited Guests:

Consultants:

Public: 1

School Staff: 4

Minutes: Sara Snow

Next Meeting: April 28, 2009

DRAFT Minutes

AGENDA	TOPIC	DISCUSSION	NEXT STEPS/ACTION ITEMS
7:00	Agenda and Minutes Approval	February Meeting Minutes approved after discussion regarding an entry in the February ED Report that was reworded to satisfy all members of the Board. Anna Charny moved to approve the modified February meeting minutes, John Lomot second, all in favor, motion carried.	VOTE
Administrative	Time Keeper	Mark Sweeney	
Public Comment		Concerns regarding: <ul style="list-style-type: none"> • One level for all students in Physics • Too many 'free' periods per week • Separate bell schedules for Lower and Upper School • 8th grade relocating to the Upper School next school year 	
Student Proposal	Student BOT Rep	The student council would like the Board to consider having a student rep on the Board of Trustees	Governance Committee and Henry Haugland to take this for consideration
ED Report		<ul style="list-style-type: none"> • Rosewood and Building Expansion: new lawyer reviewing amendment, sq. ft expansion resulting in increased rent • Web site improving • 8th Grade Orientation Night • College Fair in Boston for the 10th Grade • Teamwork Tuesdays: Collaborative teaching (Interactive White Boards, Edline, EZ Labor, etc.) • Graduation Committee: initial plans for class of 2011 • Side Door at Fore Kicks is not a possibility at the moment 	

Finance Committee Report		<p>Key income drives:</p> <ul style="list-style-type: none"> • Number of students • Number of students in the Middle and High School • Average tuition reimbursement per student <p>Attrition is expected in the 8th and 9th grades In the Charter Renewal process there will be a request to change the charter to increase enrollment in the future. High School has a higher reimbursement rate than the Middle School The DOE is projecting a 3% increase in tuition, but it was decided to run the budget numbers at zero to be conservative. 1.7M is being spent per quarter on expenses. Major cuts are expected.</p>	
ED Committee Report		<ul style="list-style-type: none"> • Chemistry and Biology: standards will be met with lab time There will be AP Chemistry and AP Biology • Concerns for the 5-10% of the students who will struggle with MCAS: Individual Success Plans, Study Island, and the curriculum will need to correspond to MCAS • Common Formative Assessments are necessary: Is Terra Nova the right choice? <p>Discussed the need to document internal assessments and results to track academic achievement in all grades. Internal Assessments need to be documented and administered at all levels</p> <ul style="list-style-type: none"> • There needs to be a more articulated plan for improving the curriculum to meet standards in the sciences • Computer Science curriculum (interdisciplinary strands and electives) needs to be articulated • Schedules need to be presented to demonstrate feasibility of students taking multiple electives and including CS/interdisciplinary hour • Administration will look into the possibility of offering AP physics earlier for those students who are currently taking physics electives 	<p>Action: Rich Dineen Current grade 9 & 10 overview for AP courses, distribution numbers</p> <p>Remedial plans and number of students</p> <p>Refined schedules- Faculty and times</p>
EDD Report		<p>The EDD is to be evaluated 2 times yearly. The next evaluation will be at the next Board meeting. The Chair/Vice Chair and members of Governance Committee will interview DT staff.</p>	

Miscellaneous		Trustees would like to recognize donors. There was discussion on whether to have a separate function to honor donors or to include them in the student award event. Discussion will continue at the next meeting.	
Adjourn		John Lomot made a motion to adjourn, Henry Haugland seconds All in favor, motion carried	Next meeting date: April 28, 2009

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	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	Continuing
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