



Advanced Math and Science Academy Charter School

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

Meeting Name: JUNE Meeting Minutes

Date: 6/23/09

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

Invited Guests: 0

Consultants: none

Public: 1

School Staff: 5

Minutes: Sara Snow

Next Meeting: July 14, 2009 at 6:00 PM (Please note earlier time than usual)

DRAFT Minutes

AGENDA	TOPIC	DISCUSSION	NEXT STEPS/ACTION ITEMS
7:00	Agenda and Minutes Approval	May Meeting Minutes approved Henry Haugland moved to approve the March minutes, John Lomot second, all in favor, motion carried.	VOTE
Administrative	Time Keeper	Jay Sweeney	
Public Comment		One of AMSA's pioneer students, a 9 th grader, addressed the Board to state his disapproval regarding the lax enforcement of the uniform dress code. He would like to see a stricter uniform policy, as it existed in prior years.	
ED Report		<ul style="list-style-type: none"> • Alex LaSalle, one of AMSA's student reps reported on student elections. • Work on the facility is moving at a fast pace • The City Planning Commission is still working out the traffic issue • Buses: Transportation software is proving helpful • Application for Charter Renewal • Uniform policy compliance for the 2009-2010 school year <u>First offense:</u> sent to uniform locker to receive a used uniform, the parents will be billed \$5. <u>Second offense:</u> Lunch detention <u>Third offense:</u> After school detention • Nancy Sinacola is the new World Language Dept Chair • School BBQ planned for students and staff • Claudia Cianci is the president of the Foundation • \$10,000 matching grant from Verizon 	<p>Action: DRAFT of the Application for Charter Renewal will be submitted to Board Chair for review by the end of June.</p> <p>Action: Send Governance By-Laws to Board Chair</p>

ED Committee Report		<ul style="list-style-type: none"> • The ED Committee is working on year end assessments in Math and ELA, creating uniform assessments • The ED Committee is addressing remediation • The Upper School curriculum detail is still in progress • AMSA is on a good track, goals will be met • Certification of AP courses is moving according to schedule 	
ED Evaluation		<p>There were 9 evaluations to score. The ED received an average score of 4.38 out of 5. The review was unanimously favorable. A motion was made by Henry Haugland to approve the evaluation; Anton Teodorescu seconds the motion, all in favor.</p> <p>Areas to improve:</p> <ul style="list-style-type: none"> • Communication - internal and external • Parent survey: should there be an end of year survey? 	VOTE
Governance Committee Report		The Board thanked Roger Jarrett and Anton Teodorescu for preparing and organizing the ED evaluation process.	Action: Find a place to hold official results: Official archive
Finance Committee Report		<p>AMSA is on a tight budget. Student enrollment is the biggest income driver. Due to attrition rates in the upper grades, enrollment numbers have expanded for the lower grades: enrollment for 6th grade is at 240 and for 7th grade at 210. The 8th grade will be moving to the upper school in September to allow for the large number of 6th and 7th graders who will populate the lower school facility.</p> <p>Facilities: Committee to evaluate maintenance costs; duplications need to be addressed, schedule Facilities Committee Meeting in September.</p> <p>The Business Office will not have to borrow to meet payroll Bottom line: \$375,000</p> <p>Anton Teodorescu moves to approve budget, Henry Haugland seconds All in favor (Anna Charny left before the vote)</p>	<p>Action: Schedule a Facilities Committee Meeting in September</p> <p>VOTE</p>

Miscellaneous		<ul style="list-style-type: none"> • A memorial for Julia Sigalovsky suggested by Anton • 3 candidates for BOT members were present at meeting; Carla Telanian, Alfred Thompson, and Tom Miller • Next month will be the Annual Meeting; BOT self evaluations; reelect Committee Chairs 6:00 PM • Combine the Strategic Planning Meeting with Annual Meeting 	Action: Send items for Strategic Planning Meeting to Board Chair
Adjourn		John Lomot moves to adjourn, Henry Haugland seconds, All in favor, motion carried (Anna left before the vote)	Next Meeting date: Annual Meeting & Strategic Planning July 14, 2009 at 6:00

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	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. 04-28-09	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	Received all NDA but one
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

