



Advanced Math and Science Academy Charter School

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

Board of Trustees Meeting

August 18, 2009
6:00 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										
Henry Haugland		X	X										
Anna Charny		X	A										
John Lomot		X	X										
Jay Sweeney		A	X										
Anton Teodorescu		X	X										
Mark Sweeney		X	X										
Roger Jarrett		X	X										
Barbara McGann		X	X										

Invited Guests: 0

Consultants: none

Public: 16

School Staff: 5

Minutes: Sara Snow

Next Meeting: September 21, 2009 at 6:00 PM

DRAFT Minutes

AGENDA	TOPIC	DISCUSSION	NEXT STEPS/ACTION ITEMS
6:00	Agenda and Minutes Approval	July Meeting Minutes approved Henry Haugland moved to approve the March minutes, John Lomot second, all in favor, motion carried. (Mark Sweeney not present for vote)	VOTE
Administrative	Time Keeper	Jay Sweeney	
Public Comment		There was no public comment	
ED Report		<ul style="list-style-type: none"> • Director of Students services reported on the outstanding preliminary results of the spring 2009 MCAS • Marlborough Planning Committee approves new space plans August 18, 2009 • School start will be the same as last year at 8:05 AM • Busing Task Force will evaluate Bus Routes after 2 weeks • The request for Marlborough buses (2010-2011 school year) must be made soon to be included in the City of Marlborough's budget planning in October • AMSA has received \$70K -Stimulus money for Special Ed and will receive another \$70K this year • October 5 is the Charter Renewal Site Inspection • Rally at ForeKicks on Tuesday, September 1 – first day of school for all students • Teacher Orientation Week August 24-28 	Action: MCAS analysis
Finance Committee Report		<ul style="list-style-type: none"> • Year end financial report was on target • AMSA will need to borrow for a few weeks to cover operation costs but will receive tuition money from the state late September (AMSA is 25 students above budget) • Administration made cuts wisely • Budget is tight, but OK 	

Governance Committee Report		<ul style="list-style-type: none"> • BOT documents: hard copies to be filed at AMSA • The Board is requested to bring any questions regarding BOT document to the next meeting 	Action: Set up AMSA email address for the Gov Committee
New BOT Member	Karla Talanian	Karla Talanian was considered as a new member of the BOT: Henry Haugland made the motion to approve membership, Anton Teodorescu second, all in favor, motion carried.	VOTE
Facilities Committee Report		<ul style="list-style-type: none"> • Negotiations regarding management fees have been put on hold until the Certificate of Occupancy issues are resolved • Facilities Committee will meet to discuss a strategy regarding the partial audit results 	
Development Team/Foundation Report		<ul style="list-style-type: none"> • Development Team, now known as the Philanthropy Team • The Team will no longer publish a newsletter • Philanthropy Team will add BOT to the Org Chart • The BOT will continue to have a Fundraising Committee Chair to act as a member of the Philanthropy Team • Many donors can only donate to 5013C Foundations, making it necessary to maintain AMSA's Foundation • The Business Manager will keep the Foundation records • Foundation Meeting: Monday, August 24 	Action: Submit a letter to the Board "What is the Foundation? What is the metric?"
Ed Committee Report		Executive Director reported for Ed Committee Chair in Anna's absence: <ul style="list-style-type: none"> • Computer Science curriculum in place grades 6-11 • Team teaching to accommodate interdisciplinary content 	Action: Submit curriculum details to BOT by 8-28-09
Miscellaneous		<ul style="list-style-type: none"> • Portrait of Julia Sigalovsky 11"x14" plaque approved • The BOT received a formal complaint from a parent (August 3, 2009) concerning the reporting of reasons for student attrition in the 2008-2009 Annual Report. In response to this complaint, AMSA created a formal <i>Exit Interview Form</i> which will allow families to explain their reasons for leaving the school. Reasons 	Action: Send letter to parent in response to complaint within 30 days from August 3

		for student attrition reported in future Annual Reports will be based on this data. The Board will respond to the complaint within the required 30 days (603 CMR 1.10).	
Adjourn		John Lomot moves to adjourn, Anton Teodorescu seconds, All in favor, motion carried	Next Meeting: September 21, 2009 at 6:00 PM

OPEN ACTION ITEMS

Final List for completed action items for school year 2008-2009

<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		continuing
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		continuing
MCAS Analysis	McGann	8-18-09	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	
Submit curriculum details to Board	Charny	8-18-09	8-28-09	
Respond to complaint	McGann	8-18-09	8-24-09	8-24-09