

**MINUTES**  
**Excel Academy Massachusetts Board Meeting**  
**Tuesday, January 25, 2022 – 8:00 am**

**Board Members in Attendance:** Ben Howe, Rob Lytle, Cait Brumme, Devon Petersmeyer Johnson, David Stolow, Yahaira Acuna, Bernabe Rodriguez, Matt Ottmer Steve Mugford, Steve Zrike

**Board Members Absent:** Pam Klien, Nery Castro

**Staff Attending:** Owen Stearns, Arthur Kaynor, Diane Cohen

**1. Call to Order**

Ben Howe, called the meeting to order at 8:03 am and presided over the meeting. Diane Cohen kept the minutes of the meeting.

**2. Roll Call**

Noted above

**3. Approval of Minutes**

Mugford motioned to approve the minutes from the 12.14.21 meeting of the Board and Howe seconded.

All those in favor: Ben Howe, Rob Lytle, Cait Brumme, Devon Petersmeyer Johnson, David Stolow, Yahaira Acuna, Bernabe Rodriguez, Matt Ottmer Steve Mugford, Steve Zrike

Opposed: None

Abstain: None

**4. Updates from the CEO**

Stearns shared an update on the impact of Omicron on attendance in January, vaccination rates, and Covid rates in the community. Stearns established a regular time for the Board to meet and discuss the schools academic priorities and progress. The board will gather for a public meeting on the first Tuesday of each month to hear from Nina Keough, Chief Schools Officer. The board will also add a meeting in late February or early March to discuss a finance update.

**5. Update on CMO agreement process**

Kaynor presented an update to the board on the process and learnings related to creating a management services agreement. Kaynor presented the research the organization has engaged in and an overview of potential options for the structure for the CMO.

Howe motioned to approve the resolution to move forward with a process to create a management services agreement and Lytle seconded.

All those in favor: Ben Howe, Rob Lytle, Cait Brumme, Devon Petersmeyer Johnson, David Stolow, Yahaira Acuna, Bernabe Rodriguez, Matt Ottmer Steve Mugford, Steve Zrike

Opposed: None

Abstain: None

**6. Public Comment**

None

**7. Adjourn**

Stearns moved to adjourn the meeting at 9:05 am, seconded by Howe and the meeting was adjourned.

List of Documents Presented at the Meeting:

1. Agenda
2. Minutes from 12.14.21
3. Resolution to move forward with a process to create a management services agreement