



## Excel Academy Massachusetts

### Board of Trustees Meeting

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#### Date and Time

Friday May 3, 2024 at 8:30 AM EDT

#### Location

##### Microsoft Teams

[Join the meeting now](#)

Meeting ID: 244 671 042 526

Passcode: bhq3zP

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Meeting Notice Posted Publicly: 5/1/24

**Please note: All items listed on the agenda are subject to a possible vote by the Board of Trustees.**

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>8:30 AM</b>
<b>A.</b> Record Attendance	Discuss	Arthur Kaynor	
<b>B.</b> Call the Meeting to Order	Discuss	Caitlin Brumme	1 m
<b>C.</b> Public Comment	Discuss	Arthur Kaynor	
<b>D.</b> Approve Minutes for 4.4.24 Board Meeting	Approve Minutes	Arthur Kaynor	1 m

	Purpose	Presenter	Time
<b>II. Team Builder</b>			<b>8:32 AM</b>
A. Team Builder Discussion	Discuss	Owen Stearns	10 m
<b>III. CEO Updates</b>			<b>8:42 AM</b>
A. CEO Updates	Discuss	Owen Stearns	20 m
		<ul style="list-style-type: none"> <li>• Reminder re: Head of School hiring process</li> <li>• Reminder re: FY25 budget process</li> <li>• Lottery update</li> <li>• Additional CEO updates</li> </ul>	
<b>IV. Academic Oversight</b>			
		N/A - No discussion or voting topics for this meeting	
<b>V. Finance</b>			
		N/A - No discussion or voting topics for this meeting	
<b>VI. Governance</b>			<b>9:02 AM</b>
A. CMO Agreement Update & Vote to Re-Authorize Chair	Vote	Caitlin Brumme & Arthur Kaynor	5 m
		Vote to re-authorize the Chair to: <ul style="list-style-type: none"> <li>• Incorporate required and suggested edits provided by DESE to the FY24-28 CMO agreement that was submitted for DESE's review in June 2023, as summarized to the Board on 4.4.24, and in consultation with Friends of Excel Academy and the school's legal counsel.</li> <li>• Resubmit the agreement to DESE for provisional approval and incorporate any further technical edits that may be required by DESE.</li> <li>• Once provisional approval is granted, submit a charter amendment request to secure final approval and then execute the agreement.</li> </ul>	
B. Reminder: Annual Ethics Disclosures	Discuss	Arthur Kaynor	1 m

	Purpose	Presenter	Time
	Annual disclosure paperwork is distributed in May via the BMMS system. If you do not receive your paperwork via email, please let Arthur know, and he will follow up with DESE. We kindly request that you submit your paperwork by June 30. Thank you!		
<b>C.</b>	Preview June meeting plans & Board Calendar	Discuss	Arthur Kaynor
			3 m

**VII. Other Business**

N/A - No discussion or voting topics for this meeting

**VIII. Closing Items**

**9:11 AM**

<b>A.</b>	Adjourn Meeting	Vote	Caitlin Brumme	1 m
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The public is welcome to attend any meeting of the Board of Trustees or its subcommittees. If communication assistance (readers/ interpreters/captions) or any other accommodations are needed to ensure equal participation, please contact Arthur Kaynor at 781.526.6927 at least two (2) business days prior to the meeting. Any changes in the agenda will be posted on Excel Academy Charter School’s website, Excel’s principal place of business, and will be electronically filed with the Secretary of State at least forty-eight (48) hours in advance of the meeting. If you would like to attend a Board meeting and provide public comment, please sign up 48 hours in advance here: <https://forms.gle/7315BJ7v1bHGGh2Q9>.

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