

MBTA BOARD MEETING MINUTES
(revised 8/2007)

Date: Dec. 22, 2010
 Start time: 7:03 am
 Absent:

Recorded by: Derrick Lord

<i>The meeting was called to order by Board Chair Malia Chow at eleven of eleven members in attendance. Quorum established.</i>	
Approval of Minutes	Minutes approved
OLD BUSINESS	
Topics Discussed	Comments/Decisions Made
NEW BUSINESS	
Board Position Vacancies	<p>Discussion:</p> <ul style="list-style-type: none"> - Diana proposed the amendment of Bylaws to allow for additional members - Board member will contact proposed CPA - Board member Kelley requested if board is covered by Executive Officer coverage - Current Auditor selection process was selected from a list of 2 current auditors used by Charter Office - Board member Malia suggests a January meeting to vote on new board members. <p>Decision:</p> <p>-Timeline for review and approval by 2nd week of January. Wednesday 12/22 (7:00 AM) for board meeting to discuss and approve letter to auditor</p> <p>Action items:</p> <p>-Board member Malia will submit three proposed times for Board’s January meeting.</p>
Public Relations for School	<p>Discussion:</p> <ul style="list-style-type: none"> - Board member Myron proposed a future meeting to discuss Public Relation of school by LSB. - Proposed meeting will be held in beginning of 2011.

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	<p>Decision:</p>
<p>Approval of Administrator Salaries and of school staff related to administrators</p>	<p>Discussion:</p> <ul style="list-style-type: none"> - Diana explained the salary differentials for two Vice-Principals - The differential amounts are based on current principal salaries ranged from 130-150K. - Most vice principal are compensated between 85-110K. - Staff members Andrew Aki and Zuri Aki are compensated at part-time teacher rate. <p>Decision:</p> <p>Action items:</p> <ul style="list-style-type: none"> - Diana proposed sharing the payroll responsibilities with Accountant clerks. - Myron requested to obtain a copy of the DOE pay schedule - Board members will sign and fax/email Derrick (6976755 - DLORD@ETHOMPSON.ORG) the salary acknowledgement for compilation and forward to Diana for Auditor review.
<p>Financial Audit Draft Review and Approval</p>	<p>Discussion:</p> <ul style="list-style-type: none"> - Cover letter with salaries - Board must collectively accept financial audit, with follow up email to auditor - Board must decide who will perform what role, identifying a treasurer. Consider The bylaws must be amended to compensate a board member for reconciling bank statements and check signing. - Currently about 300 checks are processed by Maile each month - The currently proposed amount is \$300 monthly - Board member Kemo, proposed to raise amount to \$500 monthly - Upon board review of DOE pay schedule, board will approve of current compensation rates. <p>Decision:</p>

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	<ul style="list-style-type: none">- Board has reviewed Financial Audit and acknowledged it's content- Board member Myron proposed that we draft an amendment to the bylaws and submit to Auditor for review prior to vote. <p>Action items:</p> <ul style="list-style-type: none">- Diana will submit a proposed modification of the bylaws for board review, for forward to Auditor.
Reports	None
Action Items	
EXECUTIVE SESSION	
<i>The meeting was adjourned at 8:06am</i>	