



# Abby Kelley Foster Charter Public School

10 New Bond Street Worcester, MA 01606

Phone: (508) 854-8400 Fax: (508) 854-8484

www.akfcs.org

## Governance Committee Meeting Agenda-DIGITAL MEETING

**Tuesday, December 13, 2022, 9:00 a.m.**

<https://akfcs-org.zoom.us/j/97326738695?pwd=cU1YWC8rWGZrcW9Oc0dBSnJEUHo5dz09>

**Meeting ID:** 973 2673 8695 **Passcode:** 097005

**By phone:** +1 305 224 1968 US **Meeting ID:** 973 2673 8695

- I. Welcome
- II. Attendance Recorded
- III. Mission/Vision Statement of the Governance Committee

*“ The Abby Kelley Foster Governance Committee is responsible for ensuring Board adherence to the Bylaws and reviewing governance structures and practices of the Board of Trustees and its Committees. ”*

- IV. Revision of the policy on comments to the Board
- V. Training/onboarding for current & new board members
- VI. Recruitment of new board members
- VII. Potential Candidate- Mr. Noah Ligeti
- VIII. Upcoming Governance Committee Meeting(s):
  - a. March 3, 2023
  - b. June 2, 2023
- IX. Adjournment



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**Governance Committee Meeting Minutes- DRAFT**

**Friday, September 19, 2022, 10:00 a.m.**

<https://akfcs-org.zoom.us/j/91629707856?pwd=SnFqZUdYcDBhVGt5OTBSb2FKeFIWZz09>

**Meeting ID:** 916 2970 7856 **Passcode:** 271924

**By phone:** +19292056099 **Meeting ID:** 916 2970 7856

- I. Welcome
- II. Attendance Recorded
- III. Vision/Mission Statement of the Governance Committee

**a. Motion:** To Approve the Governance Committee Vision/Mission Statement as presented.

*“ The Abby Kelley Foster Governance Committee is responsible for ensuring Board adherence to the Bylaws and reviewing governance structures and practices of the Board of Trustees and its Committees. ”*

The final draft of the mission statement was presented to the members for a vote. Mr. Royce requested a motion to approve the mission statement. Ms. Zagabe-Ndiku made the motion, and Ms. Blue seconded it. The Board members voted unanimously to approve the mission statement.

- IV. Identifying Candidates for the Board of Trustees

Committee members discussed the current process for the addition of new Board members. The committee members also discussed the skill sets currently needed on the Board, such as an attorney and someone in higher education. It was noted that at the next Education meeting, feedback would be obtained about who they think would be ideal for joining the Board in terms of higher education. It was also stated that other ways of recruitment would be examined to expand the board member job description to the community.



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Mr. Royce also wanted to add two additional Board members by December 2022. The job posting was suggested to be shared but not currently on LinkedIn, as Mr. Royce originally suggested.

### V. Board Leadership/Succession

Mr. Royce stated that making recommendations for officers every year should be the job of the Governance committee. It was also noted that future chairperson recommendations should come from the Governance committee. Fellow committee members also agreed with Mr. Royce.

### VI. Adjournment

Mr. Royce called for a motion to adjourn the meeting. Ms. Blue made the motion, and Ms. Zagabe-Ndiku seconded it. The meeting was adjourned at 11:15 a.m.

## **Current Policy**

*All proposed changes to the current policy are highlighted in yellow.*

The Board welcomes public comment on matters within its purview. Accordingly, the Board makes available a maximum 30-minute period at its regular meetings for persons in the audience to address the Board for no longer than 3 minutes. Written material of any length may be submitted. Preference will be given to persons who seek to address the Board on specific agenda items for the upcoming Board meeting. Agendas for upcoming Board meetings are generally posted five days prior to the meeting on the Abby Kelley Foster Charter Public School website. Persons wishing to speak are strongly encouraged to submit their request before the day of the meeting; contact information is provided below. Preference will be given to those who submit requests by 5:00 p.m. on the Friday preceding the regular Wednesday meeting.

If time permits, the Chair will allow members of the public who have not contacted the Board in advance to speak in the public comment period; those individuals must sign in prior to the start of the meeting. The Chair may limit the number of speakers due to time constraints and may increase or reduce the time allocated per speaker. While there is no requirement to submit comments in writing, a speaker who elects to do so should submit 6 copies of their comments prior to or at the meeting for distribution to Board members.

# EducationBoardPartners

great boards. great schools.

**Bylaws member requirements:**

- 1.
- 2.
- 3.

**Recruitment priorities:**

- 1.
- 2.
- 3.

## Board Composition and Recruitment Matrix

This tool will automatically calculate board composition and help you determine recruitment needs. Simply place a "1" (one) in all relevant boxes starting in Column D, and move through both the

Current Members and Prospective Members sections

### Skills/Competencies

Current Members					
1	2	3	4	5	6

Patrick Royce      Bibiche Zagabe-Ndiku      Shelly Yarney      Celia Blue      Amy Vernon      Adam Beaudry

Place additional notes here as needed

Current:	With Prospectives:							
2	0	Administrative			1		1	
3	0	Financial management	1	1				1
2	1	Nonprofit Governance & Leadership		1	1			
1	1	Management			1			
1	0	Education					1	
0	0	Facilities/Real Estate						
0	1	Curriculum Development						
1	0	Grant Writing					1	
0	2	Instructional Practices						
1	0	School District					1	
0	0	Marketing						
2	0	Parent Relations		1			1	
1	0	Community Outreach			1			
0	0	Fund Development, business development						
0	1	Communications & Marketing						
0	0	Legal						
1		Accounting						1

1		Banking/finance	1					
0	0	HR/Personnel						
2	0	Program Planning & Evaluation			1		1	
1	0	Strategic Planning			1			
1	0	Graphic Design		1				
0	0	Community Development						
1	0	Policy/Advocacy			1			
1	0	Racial Equity & Inclusion			1			
0	0	Volunteer Management						
0	0	Facilitation, Education and Training						
0	0	Fundraising						
2	0	Event Management		1	1			
0	0	Other:_____						

### Social/Relationship Capital

Place additional notes here as needed

Pl

Current:	With Prospectives:							
0	0	Access to potential individual donors						
0	2	Access to philanthropic donors						
0	0	National organizations in education						
1	0	Regional organizations in education					1	
0	2	Geography/Neighborhood 1						
0	0	Geography/Neighborhood 2						
0	0	Geography/Neighborhood 3						
0	0	Geography/Neighborhood 4						
0	1	Geography/Neighborhood 5						
3	0	Membership on other boards/associations	1	1				1
2	2	Corporate sector	1					1
2	0	Nonprofit sector		1	1			
0	0	Government sector						
0	0	Government: Legislators						
1	0	Government: State Agencies (Ex. DH, DOC, etc.)			1			
0	0	Government: Local						

0	0	Government: Judiciary						
0	0	Philanthropy						
1	0	Religious/Faith-based Organizations		1				
0	0	Neighborhood Organizations						
2	0	Parents & Families		1			1	
0	0	Legal Communities						
0	0	Other:_____						

Qualities/Politics/Values			Place additional notes here as needed						Pi
Current:	With Prospectives:								
4	0	Availability/capacity to work	1	1			1	1	
1	0	Team building/bridger			1				
1	0	Anti racism, racial equity analysis			1				
0	0	Generative thinker							
2	0	Strategic thinker			1			1	
1	0	Mission passion/connection					1		
0	0	Financial contributor							
2	0	Strong communicator	1	1					
0	0	Other:_____							

Personal Demographics			Place additional notes here as needed						Pi
Current:	With Prospectives:								
3	0	Female		1	1		1		
2	0	Male	1					1	
0	0	Transgender/gender non-conforming							
0	0	LGBTQ							
2	0	African-American		1	1				
0	0	Latinx							
3	0	White/Caucasian	1				1	1	
0	0	Asian							
0	0	Native American							

0	0	Pacific Islander						
0	0	Undocumented						
1	0	Immigrant		1				
0	0	Age 18-29						
4	0	Age 30-49	1		1		1	1
1	0	Age 50-64		1				
0	0	Age 65+						
0	0	Other:_____						

Committee Membership			Place additional notes here as needed					
Current:	With Prospectives:							
2	0	Governance	1	1				
3	0	Finance	1	1				1
3	0	Ed Committee		1	1		1	
1	0	DEI			1			
0	0	Strategic Planning (ad hoc)						
0	0	Development/Fundraising						
0	0	Other:_____						

	Year Joined	2014					2022
	Term Expires	2023					2025



[Charter School Board of Trustees Training](#)

Area	Requirement	Timeline
<b>Open Meeting Law</b>	<p>Upon joining a board of trustees, new members must review and complete a certification of receipt of three Open Meeting Law materials:</p> <ul style="list-style-type: none"><li>• <a href="#">Open Meeting Law, G.L. c. 30A, §§18–25</a></li><li>• <a href="#">Open Meeting regulations, 940 CMR 29.00</a></li><li>• <a href="#">The Guide to the Open Meeting Law</a></li></ul>	<p>Trustees must certify receipt of Open Meeting Law materials within two weeks of joining the board.</p>
<b>Financial disclosure</b>	<p>Trustees must file a financial disclosure form annually with (1) the State Ethics Commission, (2) the Department of Elementary and Secondary Education, and (3) the city or town clerk wherein the charter school is located.</p> <p>Statute: M.G.L. Chapter 71, §89(u)</p>	<p>Trustees must file the disclosure within 30 days of becoming a member of the board of trustees, by September 1 of each year thereafter, that the person is a member of the board and by September 1 of the year after the person ceases to be a member of the board.</p>

<b>Conflict of Interest – Summary</b>	<p>As special state employees, trustees must annually review and provide written acknowledgment of a summary of the Commonwealth's Conflict of Interest Law:</p> <p><a href="#">Summary of Conflict of Interest Law for State Employees</a></p> <p>Statute: M.G.L. Chapter 268A §27</p>	<p>Trustees must review and provide written acknowledgment within 30 days of becoming a member of the board and on an annual basis thereafter.</p>
<b>Conflict of Interest – Training</b>	<p>Every two years, trustees must complete an online training program on the Commonwealth's Conflict of Interest Law:</p> <p><a href="#">Conflict of Interest Law Online Training Program</a></p> <p>Statute: M.G.L. Chapter 268A §28</p>	<p>Trustees must complete the training within 30 days of becoming a member of the board and every 2 years thereafter.</p>

## **Noah A. Ligeti**

38 Elm Street, Worcester, MA 01609 • 508.735.8251 • noah.ligeti@gmail.com

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### **Profile**

**Seder & Chandler, LLP**, Worcester, MA

*Associate, Civil Litigation Practice, November 2015 – December, 2022*

Litigation experience includes trying two-week jury trial in Worcester Superior Court as co-counsel, conducting direct and cross examination of witnesses. Draft and successfully argue various motions in limine, fully participate in litigation strategy and witness preparation. Conduct appeal hearings and examine witnesses before the Department of Unemployment Assistance (“DUA”) as well as appearances before MCAD. Represent clients in mediation and alternative dispute resolution. Routinely conduct oral arguments at motion hearings, including those for summary judgment, in the District, Superior, Probate, and Housing Courts. Draft and respond to written discovery and manage extensive document production. Take and defend depositions of parties and non-parties. Draft numerous briefs and legal memoranda, including several summary judgments and motions to dismiss.

### **Career Highlights**

- Successfully argued for dismissal of negligence count against large commercial landlord in summary judgment hearing in Worcester Superior Court.
- Negotiate and draft client-friendly complex settlement agreement allowing institutional client to avoid protracted litigation and recover possession of dental equipment valued at several million dollars.
- Obtain \$850,000.00 real estate attachment in Worcester Superior Court.
- Obtain judgment for possession and rent in commercial eviction bench trial.
- Successfully argued for the dismissal of two counter claims against a wrongful termination/c.151B plaintiff through the state's Anti-SLAPP statute. The Superior Court authorized an award of attorney's fees.
- Successfully argued for dismissal of tortious interference and U.C.C. claims against local bank in summary judgment hearing in Worcester Superior Court.
- Present numerous webinars to various local organizations and associations, including Corridor 9/495 Regional Chamber of Commerce. Practice areas include commercial litigation, employment/labor law, landlord-tenant law, personal injury, and assisting municipal clients.

### **Core Competencies**

- Enthusiastic and effective courtroom advocate
- Issue identification and risk analysis
- Developing litigation strategy
- Strong legal writing skills
- Creative problem solver
- Personable and empathetic
- Enthusiasm for creative negotiation
- Strong legal research skills

Reported      *Liu v. Royale Care, Inc., et al.*, Mass Lawyers Weekly, April 8, 2018. Successfully  
Decisions:      argued Anti-SLAPP motion to dismiss all counterclaims against plaintiff and third party.

**Keches Law Group**, Taunton, MA

*Law Clerk, April 2014 – July 2015; Legal Resident, January – April 2014*

*Licensed to Practice Law in Massachusetts, June 2015 and Federal District Court of Massachusetts, April, 2021.*

**Education**

**University of New Hampshire School of Law**, Concord, NH

J.D., May 2014

*Internships:*      **Worcester County District Attorney, Central District Court Unit**, Worcester, MA

*Student Prosecutor, Summer 2013*

**Worcester County District Attorney, Asset Forfeiture Unit**, Worcester, MA

*Intern, Summer 2012*

**Somerset/Kennebec County District Attorney**, Skowhegan, ME

*Intern, January 2011*

**American Civil Liberties Union of Massachusetts**, Worcester, MA

*Intern, Summer 2010*

**Colby College**, Waterville, ME

B.A., History, May 2011

*Honors:*      Advanced Level Certificate in Spanish Language and Culture

*Study Abroad:*      Universidad de Salamanca, Salamanca, Spain, Sept. 2007 – Dec. 2007

**Community Involvement**

*Trustee, Worcester County Law Library Trust, February 2021 to present*

Review budget request items, assist in managing finances of organization.

*Leadership Worcester, Class of 2018*

Admitted to a one year leadership training program developed and supported by the Worcester Regional Chamber of Commerce. Issues discussed include public policy, economic development, education and sustainability in central Massachusetts.

**Recognitions**

*U.S. News*, Best Lawyers, “Ones to Watch”, 2023 (Personal Injury Litigation- Plaintiff)

*Super Lawyers*, Massachusetts “Rising Stars”, 2022

*U.S. News*, Best Lawyers, “Ones to Watch”, 2022 (Personal Injury Litigation- Plaintiff)

*U.S. News*, Best Lawyers, “Ones to Watch”, 2021 (Personal Injury Litigation- Plaintiff)

*Proficient in Spanish. Avid Sailor and Alpine Skier.*