

F.W. Parker Charter Essential School

Board of Trustees Retreat

Published on September 11, 2024 at 12:25 PM EDT

Amended on September 12, 2024 at 11:56 AM EDT

Date and Time

Friday September 13, 2024 at 12:00 PM EDT

Location

Discovery Museum, 177 Main St, Acton, MA 01720

We will meet in the PlayLabs Classroom of the Discover Museum.

Agenda

	Purpose	Presenter	Time
I. Meeting Notes			12:00 PM
A. Meeting Objectives			
	1. To welcome new Trustees and build relationships		
	2. To kick off the new school year		
	3. To reflect on our experience at the museum; to begin the work of Strategic Plan implementation and prioritization; to find ourselves in the work.		
	4. To help the committees plan and set goals for the year ahead		
B. To prepare for this meeting, please do the following...			
	1. RVSP through Board on Track		
	2. Read the agenda, Head of School Report and Strategic Plan		
	3. Bring a laptop computer if you have one		

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II. Opening Items			
Opening Items			
A.	Record Attendance and Guests	Pam Gordon	
B.	Call the Meeting to Order	Pam Gordon	
III. Welcome			12:00 PM
A.	Ice Breaker and Lunch Build relationships and welcome new members	Pam and Brian	30 m
B.	Explore the Discovery Museum Exploration and experimentation; persistence and resilience; the ability to understand your emotions and the emotions of others around you.	Marie Beam	80 m
C.	Debrief How does your experience at the Discovery Museum inspire your work as a Trustee? Pick one element of the Strategic Plan that aligns or relates to your experiences at the Discovery Museum. Reflect on our experience at the museum; begin the work of Strategic Plan implementation and prioritization; find ourselves in the work.	Brian Harrigan	20 m
IV. Minutes, Agenda and Goals			2:10 PM
A.	Approve Minutes Approve minutes for Board of Trustees on July 22, 2024	Approve Minutes Pam Gordon	5 m
B.	Review Agenda and Meeting Goals	FYI Pam Gordon	5 m
V. Head of School Report and Enrollment and Facilities Update			2:20 PM
A.	Head of School Report and Enrollment and Facility Committees	FYI Brian, Pam, Martin and Michelle	40 m
VI. Strategic Plan			3:00 PM
A.	Strategic Plan: 1/3/5 year plans	Discuss Sonia Razzetti	50 m

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<ul style="list-style-type: none"> • Feedback and alignment • Begin to prioritize and implement key elements of the Strategic Plan 			
B. Break			10 m
VII. Committees			4:00 PM
A. Meet by Committee	Discuss		30 m
<ul style="list-style-type: none"> • Plan first meeting • Set goals for the year • Running meeting template 			
VIII. Committee Reports			4:30 PM
A. Committee Reports	FYI		25 m
IX. Other Business			4:55 PM
A. Comments from the Public	Discuss	Pam Gordon	3 m
X. Votes			4:58 PM
A. Student Hiking Trip	Vote	Pam Gordon	2 m
XI. Closing Items			5:00 PM
A. Adjourn Meeting	Vote	Pam Gordon	