APPROVED

F.W. Parker Charter Essential School

Minutes

Board Meeting

Date and Time
Tuesday September 13, 2016 at 6:45 PM

Location
Parker School, 49 Antietam Street, Devens MA 01434

Trustees Present
C. Beasley, C. Lower, C. Regan-Davi, C. Stack-Haan, J. Adams, J. Bartsch, J. Howard, J. Wood, K. Reeves, L. Warner, M. VanderWilden, P. MacDonald, S. Roach, T. Espinola, T. Sumner

Trustees Absent
None

Guests Present
K. Tedstone, Stef McNamara

I. Opening Items

A. Record Attendance and Guests

C. Lower called the meeting to order. It was ascertained that at least (9) Trustees, being a majority of the Trustees of the School, present at the meeting and that, accordingly, a quorum existed for the transaction of business.

B. Call the Meeting to Order

C. Lower called a meeting of the board of trustees of F.W. Parker Charter Essential School to order on Tuesday Sep 13, 2016 at 6:51 PM.

C. Approve Minutes

P. MacDonald made a motion to approve minutes from the Board Meeting on 06-14-16 Board Meeting on 06-14-16.
J. Bartsch seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. VanderWilden	Aye
J. Howard	Abstain
T. Espinola	Abstain
J. Adams	Abstain
P. MacDonald	Aye
J. Wood	Aye
C. Beasley	Abstain
C. Stack-Haan	Aye
L. Warner	Aye
S. Roach	Aye
T. Sumner	Aye
C. Regan-Davi	Abstain
J. Bartsch	Aye
C. Lower	Aye
K. Reeves	Aye

II. Topics for Discussion

A. Icebreaker Activity- Getting to know each other

Each Board member introduced themselves with a basic introduction and answered the following questions: 1- What's your motivation for being on the Board? 2- What contribution do you want to make personally? 3- What was a highlight of your summer? Board members worked in partners and then in small groups. New Board members included Caroline Beasley, Theresa Espinola, and Christine Regan-Davi.

B. Principal's Goals

Todd reintroduced this year's essential question What Unites Us? He also reviewed key goals and development for new board members.

Parker is a beacon of transformative education committed to its core principles, student centered education and substantive connections with multiple communities and strategic partners.

Upgrade Facilities: The Board of Trustees made choices related to facilities, identified roof replacement as the first project.

Todd Sumner's work and priorities for 2016-2017 :

Resource development (partner with the Board in raising funds we've said we will raise for our third decade priorities
Technology
Teacher corps
Diversity -

Dissemination and influence
Strengthen key constituencies

C. Development

Each Trustee received a short list of specific donors to last year's Annual Fund. They were asked to call or email each donor on their list to thank them for their donation.

D. ballot question 2

Todd Sumner discussed what activities each Trustee of the Board could engage in related to the November ballot question #2, which would authorize the approval of up to 12 new charter schools or enrollment expansions in existing charter schools by the state Board of Elementary and Secondary Education per year. He recommended that the BOT not take an overall position on this ballot question.

Board of Trustees as a body may take a position, are allowed to publicize that position through normal channels however may not create new vehicles to publicize. Individual trustees may take a position however may not use any school resources to communicate that position and are allowed to fundraise as long as they do not use public resources to do so.

E. 1st Read - Life-threatening allergy policy

The Board did a 'first-read' of the Life Threatening Allergy policy recently revised by school staff. The policy represents the school's approach to comply with the Commonwealth's expectations.

III. Principal's Report

A. Principal's Report

There were no questions for Todd Sumner.

IV. Committee Reports

A. 2016 Draft Audit

Michelle McKenna gave an overview of the full 2016 audit report for Parker and explained some of the changes in reporting requirements. She described the year as "favorable to budget" and that the largest expenses continue to be staff and teacher salaries and utilities improvement. The Finance Committee is endorsing a approach that adds $165K into the facilities reserve fund and an additional $100K into the general reserve fund. The auditor gave the highest praise for the accounting and finance done at Parker.

V. Public Comments

A.

New item

There were no public comments.

VI. Votes

A. Votes this month

S. Roach made a motion to Approve the audit report.
J. Bartsch seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. Lower	Aye
P. MacDonald	Aye
T. Sumner	Aye
J. Howard	Aye
J. Wood	Aye
J. Adams	Aye
J. Bartsch	Aye
L. Warner	Aye
T. Espinola	Aye
M. VanderWilden	Aye
C. Regan-Davi	Aye
S. Roach	Aye
C. Stack-Haan	Aye
K. Reeves	Aye
C. Beasley	Aye

VII. New Business

A. New item

Jeannine Wood asked the Board to consider creating a Board committee focused on alumni involvement and relations.

The Board meeting in February will be moved to Wednesday.

VIII. Closing Items

A. Adjourn Meeting

P. MacDonald made a motion to adjourn the meeting.
S. Roach seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. Regan-Davi	Aye
J. Wood	Aye
J. Adams	Aye
L. Warner	Aye
T. Espinola	Aye
K. Reeves	Aye
C. Lower	Aye
J. Bartsch	Aye
J. Howard	Aye
C. Beasley	Aye
C. Stack-Haan	Aye
P. MacDonald	Aye
T. Sumner	Aye
M. VanderWilden	Aye
S. Roach	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,
C. Lower