

F.W. Parker Charter Essential School

Minutes

Board Meeting

Date and Time

Tuesday April 11, 2017 at 6:45 PM

Location

Room 27 at the Parker School, 49 Antietam Street, Devens MA 01434

Trustees Present

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

Trustees Absent

C. Stack-Haan, T. Sumner

I. Opening Items

A. Record Attendance and Guests

Public Attendees - S. McNamara, M. McKenna

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 Apr 11, 2017 at 6:49 PM.

C. Approve Minutes

J. Wood made a motion to approve minutes from the Board Meeting on 03-20-17 Board Meeting on 03-20-17.

L. Warner seconded the motion.

The board **VOTED** to approve the motion.

Abstained - C. Beasley, C. Lower, J. Adams, K. Reeves, P. MacDonald, T. Espinola

II. Items for Discussion

A. Roof Project: Board's Involvement During Summer Recess

S. Roach spoke on the provision of a 10% contingency once the roof is pulled off.

Reports from facilities are anticipated by the end of April. At that point we should have a limited number of unanticipated expenses. The facilities committee will develop guidelines for the May or June meeting for the Board to orally approve before the Board breaks for summer.

B. PROVISIONAL FIRST READ: REVISED INVESTMENT POLICY

J. Adams discussed a policy change that was brought forward and the Board discussed and asked any questions before a vote scheduled for May. A quarterly dashboard rather than an annual dashboard is part of the revised investment policy.

C. NORMS REVIEW

J. Bartsch presented an activity for the Board. Trustees broke off into small groups of four or five. They discussed Norms Review in detail -asking which ones enhance their effectiveness as a Board. Trustees also talked about which ones to pay more attention to or any additional ones they feel should be added. A list of important Board accomplishments this year were also discussed. They included the creation of the 3rd decade fund, refinancing, and Board succession planning.

III. Principal's Report

A. Principal's Report

J. Wood asked for a summary from faculty Board members regarding an afternoon workshop for secondary educators. They also reminded Board members regarding Senior Exhibition Night and Noche Sabrosa.

IV. Committee Reports

A. GovComm

The Board on Track survey will help in the search for future recruitment of Board members. The findings from the survey were talked about. L. Warner distributed an activity for the Board to read over on "How effective are you as a trustee?" Trustees were asked to look for language they liked and ask questions.

B. Facilities Committee

P. MacDonald stated the next Facilities Committee meeting will be on the 25th of April and at that point some final expenses will be prepared for the roof project scheduled for this summer.

C. Finance Committee

M. McKenna reported no new changes.

V. Second Reads and Statutory Items

A. SECOND READ: AMENDING THE CHARGE OF THE ENROLLMENT CMTE

S. Roach made a motion to Revised Committee Charge for Enrollment.

P. MacDonald seconded the motion.

The board **VOTED** unanimously to approve the motion.

VI. Votes

A. Votes this month

M. VanderWilden made a motion to approve all overnight trips.

S. Roach seconded the motion.

The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Adjourn Meeting

J. Wood made a motion to adjourn the meeting.

C. Regan-Davi seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 PM.

Respectfully Submitted,

L. Warner