

# F.W. Parker Charter Essential School

## Minutes

### Governance Committee Meeting

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#### Date and Time

Tuesday October 31, 2017 at 8:00 AM

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#### Committee Members Present

C. Regan-Davi, G. Clancy, J. LaPlatney, L. Warner, M. Lindsey, T. Sumner

#### Committee Members Absent

*None*

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

C. Regan-Davi called a meeting of the Governance Committee of F.W. Parker Charter Essential School to order on Tuesday Oct 31, 2017 at 8:07 AM.

#### C. Approve Minutes

C. Regan-Davi made a motion to approve minutes from the GovCom on 10-03-17 GovCom on 10-03-17.

L. Warner seconded the motion.

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

### II. Governance

#### A. Board development

The Committee as a whole looked closely at the Board on Track's performance expectation sample, and did some categorizing of expectations. We made a first draft and will continue to edit it in future meetings, aiming to share it with the Full Board of Trustees before or at our January leadership retreat. We will edit this together in an Office 365 document.

We discussed future Board learning at meetings, aiming to get some of this into a calendar that we can use yearly.

We discussed having a "library" for the Board of Trustees, beginning with the Sizer books so that they can take them out as needed.

#### **B. Board Profile**

Jeannie is going to edit the photos of Board members. Todd is going to take the action item of creating the infrastructure for the website. Jeannie is going to take the action item of emailing the Board looking for short bios to go up on the website.

#### **C. Board Recruitment**

We will continue to work with Trello next meeting. We discussed the possibility of having a student on the Board. Christine will work on following up with Katrina about the Devens connection and following up with J. Saxe about M. K-C.

### **III. Other Business**

#### **A. CEO Succession planning**

#### **B. Update on Diversity committee members**

Glenn and Laura worked on a blurb for graduate students. This will go to Todd for final review, and then we will send to some Higher Ed connections for outreach.

#### **C. Other new business**

### **IV. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:10 AM.

Respectfully Submitted,  
C. Regan-Davi