APPROVED

F.W. Parker Charter Essential School

Minutes

Board Meeting

Date and Time
Wednesday November 14, 2018 at 6:45 PM

Location
Room 27 at the Parker School

Trustees Present
C. Igoe, C. Regan-Davi, G. Penna, J. Bartsch, J. Saxe, M. Munford, M. Turnbull, M. VanderWilden, S. Reinhorn, S. Roach, T. Espinola, T. Sumner, T. Testa, Z. Basma

Trustees Absent
C. Stack-Haan

Trustees who left before the meeting adjourned
S. Roach

Guests Present
D. Kruse, D. Osofsky, D. Van Patten, K. Tedstone, M. McKenna, N. Dudensing, R. Whalen Crockett

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

S. Roach called a meeting of the board of trustees of F.W. Parker Charter Essential School to order on Wednesday Nov 14, 2018 at 6:50 PM.

C. Approve Minutes

M. Turnbull made a motion to approve minutes from the Board Meeting on 10-10-18 Board Meeting on 10-10-18.
J. Bartsch seconded the motion.

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

Roll Call

C. Igoe	Aye
M. VanderWilden	Aye
G. Penna	Aye
M. Turnbull	Aye
C. Regan-Davi	Aye
J. Saxe	Aye
T. Sumner	Aye
C. Stack-Haan	Absent
S. Roach	Aye
T. Testa	Aye
Z. Basma	Aye
J. Bartsch	Aye
M. Munford	Aye
T. Espinola	Abstain
S. Reinhorn	Aye

II. NTC Update

A. Update from Director of New Teachers Collaborative

Ruth Whalen Crockett presented s program update for NTC. Her presentation described the program and outlined year one and two of the program. A review of the program by the Massachusetts Department of Elementary and Secondary Education was recently completed. Program alums were contacted and surveyed about their experience. Ruth reported that feedback was favorable. She indicated that the program could use more exposure to attract potential applicants.

III. Heat Map Analysis

A. Heat Map Analysis

Todd Sumner invited the group to work in groups of three, changing partners after each round. There were three rounds of discussion with each round addressing one of the three themes from the October Heat Map - Capacity, Cost Benefit, Impacts on Staff. Groups discussed these two questions in each round.

1. How likely is this theme to create a problem?
2. How significant would the impact of that problem be?

Using a Punnett Square, after each round, individuals stood in the quadrant which reflected where their hearts/minds were on the questions for that theme...

Following the exercise, Todd invited members to ask questions that had come up as a result of the exercise or since the October meeting. Todd recorded the questions as they

related to each of the three themes. Questions will be addressed as part of next steps at a future meeting.

IV. Principal's Report

A. Principal's Report

Todd Sumner delivered the Principal's Report.
Todd asked for a Trustee to join he and Katrina Drew in advocating for changes to charter school legislation. Interested Trustees should contact Todd or Katrina.
Steve Roach left early and Mary-Wren VanderWilden chaired the rest of the meeting

V. Committee Reports

A. Finance Committee

Michelle McKenna delivered the Finance Committee update she reported that:

- Student enrollment is at projections.
- All areas are looking favorable to budget.
- Unexpected funding in the amount of $22,000 came through in the form of transitional relief from the State.
- Proposed updates have been made to the procurement regulations for the school. These will be reviewed at a later date.
- A Finance 101 workshop will be offered to the Parker Trustees in December.

B. Development

S. Roach left.
Katrina Drew reported that:

- 88% of the Board has submitted pledges.
- High Board participation is inspiring to the Parker community.
- The Annual Fund mailing has been sent and a video to support the drive has been released.
- Family participation is currently 35-36%. The goal for this year is to increase this to 40% (122 households).
- Staff gifts are coming in.
- ECO is ramping up with a focus on community building, staff appreciation, and event based fundraising.
- The Art Sale is coming up on November 30.
- April 6, 2019 is the Common Principles event.
- Todd added that the Annual Fund this year is 100% for operations. Last year it was split between operations and capital.

C.

Diversity and Enrollment

Mary Reid Munford gave the Diversity and Enrollment report. She reported that:

- Stef Reinhorn had reviewed the whole website for accessibility for Google Translate.
- The group has made a calendar to map their work for the rest of the year.

D. Governance

Christine Regan-Davi gave the Governance Committee report. She reported that:

- The bios and head shots for Trustees are up on the website.
- The Annual Board Assessment will be coming up. Board on Track will send a prompt and Trustees will answer individually and review the results as a group.

VI. Other Business

A. Annual Retreat Planning

Steve Roach asked for volunteers to plan the Retreat Agenda. Tiffany Testa volunteered. Steve said that others could volunteer later if they are interested. (This happened at the top of the meeting.)

VII. Closing Items

A. Comments from the Public

Mary-Wren VanderWillden invited comments from the public.
There were no comments.

B. Adjourn Meeting

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,
S. Reinhorn
G. Penna made a motion to adjourn the meeting.
C. Regan-Davi seconded the motion.
The board **VOTED** unanimously to approve the motion.