APPROVED

F.W. Parker Charter Essential School

Minutes

Board of Trustees

Date and Time
Tuesday October 12, 2021 at 6:45 PM

Location
Parker School

Trustees Present
A. Jolly, C. Regan-Davi, G. Penna, J. Saxe, M. Lindsey, M. Turnbull, N. Odekirk Hatlevig, S. Reinhorn, S. Roach, T. Sumner

Trustees Absent
M. Silva-Rosa, T. Testa

Trustees who arrived after the meeting opened
A. Jolly

Guests Present
D. Van Patten, K. Tedstone, M. Beganski, M. McKenna, Travis Young

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Regan-Davi called a meeting of the board of trustees of F.W. Parker Charter Essential School to order on Tuesday Oct 12, 2021 at 6:46 PM.

C. Approve Minutes

S. Roach made a motion to approve Board of Trustees on 09-14-21.
S. Reinhorn seconded the motion.
Minutes were corrected to reflect Matt Lindsey as submittor.
The board **VOTED** unanimously to approve the motion.

II. Annual Audit

A. Annual Audit

Glenn Penna said the audit was clean. Glenn and Michelle McKenna gave a brief overview of the audit and the Independent Auditor's Report. Glenn proposed suspending the second read. The Board will vote on this later in the meeting.
Todd Sumner applauded the work of Michelle McKenna.

III. Search Committee Appointments

A. Search Committee Appointments

Christine Regan-Davi introduced the Search Committee appointments.
Theo Putterbaugh - student
Kayls Reeves McClellan - former student
Deb Merriam - Academic Dean
Marena Cole -faculty/staff
Henry Schrader - faculty/staff and former student
Pam Gordon - parent
Mara Edgar - parent
Appointee biographies are included in the meeting packet.
A. Jolly arrived at 7:01 PM.

IV. Search Firm Presentations and Selection

A. Spelman Johnson

Representatives from Spelman Johnson presented.

B. Eos Transition Partners

A representative from Eos Transition Partners presented.

C. Independent Thinking

A representative from Independent Thinking presented.

D. Educators Collaborative

Representatives from Educators Collaborative presented.

E. Selection

Board members shared their thoughts on the presentations. Using ranked-choice voting, each member was asked to vote for their first, second, and third choice. Votes were

tallied. Educators Collaborative received the highest number of votes. Eos Transition Partners received the second highest number of votes.

V. Principal's Report

A. Principal's Report

Todd Sumner directed members to the Principal's Report in the meeting packet.

VI. Committee Reports

A. Facilities

Martin Turnbull said he and Michelle McKenna will meet with the full Committee later in the month.
Martin said identifying key small projects and ordering them in terms of priority is a goal.

B. Finance

Glenn Penna and Michelle McKenna said the Finance Committee report was covered earlier in the meeting during the discussion of the annual audit.

C. Development

Katrina Tedstone presented highlights from the Development report.

- There are three upcoming Community Conversations for new Div1 families.
- Cultural Council grants have gone out to support the Shakespeare play.
- Fundraiser mailings will go out around the 19th. The Fund is currently at 40K.
- A local radio station featured Parker and interviewed Todd and students.
- Alumni are working on a giving Tuesday event. The Committee will meet later this week.

D. Diversity, Equity and Inclusion

The Diversity, Equity, and Inclusion Committee did not report.

E. Governance

Matt Lindsey said the Governance Committee met last week. Matt said the group discussed goals for the year and Board recruitment. Matt said the Board skills assessment through Board on Track will be open in the coming week.

VII. Other Business

A. Comments from the Public

There were no comments from the public.

VIII. Votes

A. Suspend second read for all following

C. Regan-Davi made a motion to suspend the second read of the audit, selection of search firm, and search committee slate.
M. Lindsey seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Accept FY21 audit

S. Roach made a motion to accept the audit in accordance with the resolution below.
S. Reinhorn seconded the motion.
We, the Board of Trustees of Francis W. Parker Charter Essential School, have voted to accept the representations of management and the expression of the opinions made by Powers & Sullivan, LLC as embodied in the financial statements, supplemental schedules and independent auditors' report for the year ended June 30, 2021.
We also certify that the representations made by management and the disclosures in the financial statements are accurate and have been correctly and completely disclosed as required by accounting principles generally accepted in the United States of America and the Commonwealth of Massachusetts Charter School Recommended Audit Guide for the period ended June 30, 2021.
The board **VOTED** unanimously to approve the motion.

C. Authorize engagement of search firms(s)

T. Sumner made a motion to authorize engagement of a search firm in accordance with the enabling resolution below.
N. Odekirk Hatlevig seconded the motion.
I move that school and board leadership be authorized to negotiate and execute a service agreement with Educator's Collaborative for executive search services, the scope and terms substantially as laid out in the school's RFP and firm's proposal of October 2021. Should that fail, school and board leadership are authorized to negotiate and execute a service agreement with Eos Transition Partners for executive search services, the scope and terms substantially as laid out in the school's RFP and firm's proposal of October 2021.
The board **VOTED** to approve the motion.

Roll Call

C. Regan-Davi Aye

Roll Call

M. Turnbull	Abstain
S. Roach	Aye
S. Reinhorn	Aye
M. Lindsey	Aye
T. Testa	Absent
J. Saxe	Aye
A. Jolly	Aye
G. Penna	Aye
N. Odekirk Hatlevig	Aye
M. Silva-Rosa	Absent
T. Sumner	Aye

D. Appoint search committee

S. Roach made a motion to appoint and charge the Search Committee in accordance with the resolution below.
S. Reinhorn seconded the motion.
The Board of Trustees hereby appoints a Principal/HOS Search Committee with members drawn from key constituencies of the school and charges the committee with taking the necessary steps, with all deliberate speed, to formulate and present appointment recommendations to the Board of Trustees regarding Parker's next Principal/HOS. To assist the Search Committee in this work, the Board will engage a professional executive search consultant."
The board **VOTED** unanimously to approve the motion.

IX. Closing Items

A. Adjourn Meeting

T. Sumner made a motion to adjourn the meeting.
S. Roach 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 8:55 PM.

Respectfully Submitted,
M. Lindsey

Documents used during the meeting

- Updated DRAFT - Francis W. Parker Charter Essential School FY2021 Financial Statements.pdf
- Principal Search Committee.pdf

- Search Committee Volunteers Community.xlsx
- Principal's Report 12 October 2021.pdf
- BOT_highlights_October_2021.pdf