APPROVED

F.W. Parker Charter Essential School

Minutes

Board of Trustees

Date and Time
Tuesday June 14, 2022 at 6:45 PM

Location
Parker School

This meeting will be held in person at the Parker School. This meeting can be accessed remotely at http://parker.school/boardoftrusteesmeeting.

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

Trustees Absent
T. Testa

Trustees who arrived after the meeting opened
M. Silva-Rosa

Guests Present
B. Harrigan, D. Merriam, D. Van Patten, K. Tedstone, M. Beganski, M. McKenna

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 Jun 14, 2022 at 6:48 PM.

C. Approve Minutes

S. Roach made a motion to approve the minutes from Board of Trustees on 05-10-22.

J. Saxe seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

M. Silva-Rosa arrived at 6:49 PM.

II. Principal's Report

A. Principal's Report

Todd Sumner thanked Board members for attending graduation.
Todd said that there have been revisions to the original Student Opportunities Act plan that was approved by the Board in February of 2021. Todd said the revised plan moves funds around slightly and adjusts which student subgroups are the focus of the plan. He said details are in the attached Principal's Report which was sent to members prior to the meeting and the Board will vote on the revisions later in this meeting.

Brian Harrigan, incoming Head of School, delivered his entry plan update. Brian discussed his opportunities for growth.

- He thanked Deb Merriam for organizing a great day of Gateway presentations for him to attend last week.
- He spent the day at the Junior retreat.
- He met with members of the Massachusetts Charter Public School Association (MCPSA) New Leaders Cohort - the cohort includes nine new leaders and offers opportunities for coaching, consulting, and partnership.

Brian said he officially begins on July 5 and outlined his plans to get started and plans for outreach to the Parker community. Brian said he would like to schedule a Board of Trustees retreat at Tower Hill in September.

Glenn Penna asked how Brian was feeling about balancing his Ph.D. program with onboarding. Brian said that things have been manageable.

Stephanie Reinhorn asked how Board members could schedule time to meet with him. Brian said he would reach out soon with information about how to schedule meetings.

III. Committee Reports

A. Facilities

Martin Turnbull said the Facilities Committee will be starting to collect bids for the Sumner project soon.

Michelle McKenna said that as the project is for the sidewalk, the permit process is separate from standard building permit requirements and would allow Parker to be in charge of vendor selection for the project.

Glenn Penna suggested that vendors be notified that Phase 1 of the project is the sidewalk with the potential for a Phase 2 that would include the courtyard. Michelle McKenna said that the courtyard may be considered part of the building which would require a different procurement process and require vendor selection by the State.

B. Finance

Glenn Penna said the Board will vote on Fiscal Policies and Procedures later in the meeting.

There were no comments or questions.

C. Development

Katrina highlighted some of the Development work included in the meeting packet:

- There have been 517 gifts to the Essential Commitment Fund.
- There have been 149 gifts to the Sumner Fund which currently totals $111,482.
- The socks that were an incentive for contributions to the Sumner Fund were a hit.
- Parker received a $15K grant from The Mifflin Memorial Fund to support summer school activities.

Katrina thanked everyone who attended Todd's Farewell on Friday.

There were no comments or questions.

D. Diversity, Equity and Inclusion

Mario Silva-Rosa said this month's DEI meeting had been cancelled.

He said the committee agreed to produce a parent of color core group to get feedback on a variety of initiatives including how to approach the lottery and material used to promote the school.

Mario said it is exciting to think about what can be done to bring about significant change at Parker and how to work with the new Head of School to do this.

There were no comments or questions.

E. Governance

Matt Lindsey said the slate of Trustees will be announced during the Annual Meeting which follows this Board meeting.

There were no comments or questions.

F. Principal Evaluation Committee

Christine Regan-Davi said that given the change in leadership, the Committee decided to forego a conventional review and focus on year long support of Todd as he and the school plan for leadership transition.

Christine said the three member Committee met with Todd throughout the year to provide support. Christine shared the Committee's findings and detailed Todd's work and accomplishments throughout the year including leadership transition, running the school, leading school during COVID and the high marks received from DESE's Tiered Focus Monitoring review.

Christine expressed gratitude for Todd's leadership.

There were no comments or questions.

IV. Other Business

A. Comments from the Public

Steve Roach introduced a resolution of gratitude and good wishes for Todd. Steve said the Board would vote on the resolution later in the meeting. Language of the resolution is included in the documentation of the vote below.

There were no comments or questions.

V. Votes

A. Fiscal Policies and Procedures

S. Roach made a motion to approve Fiscal Policies and Procedures with recommended adjustments.
M. Turnbull seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B. SOA Plan Revision

T. Sumner made a motion to approve revisions to the Student Opportunities Act plan.
J. Saxe seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. CEO Evaluation Summary

C. Regan-Davi made a motion to approve the CEO evaluation summary.
S. Roach seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Sumner	Aye
N. Odekirk Hatlevig	Aye

Roll Call

S. Roach	Aye
M. Lindsey	Aye
G. Penna	Aye
C. Regan-Davi	Aye
J. Saxe	Aye
A. Jolly	Aye
M. Turnbull	Aye
S. Reinhorn	Aye
M. Silva-Rosa	Aye
T. Testa	Absent

D. Resolution of Gratitude and Good Wishes

J. Saxe made a motion to approve the resolution as detailed below.
M. Lindsey seconded the motion.
On June 14, 2022, at a meeting of the Board of Trustees of the Francis W. Parker Charter Essential School (Parker), at which a quorum of the Board was present, the Board adopted the following votes:

Whereas, Todd Sumner has faithfully served the Francis W. Parker Charter Essential School as Principal since 2011,

Whereas, Parker has excelled under Todd's leadership, stewardship, and guidance;

Whereas, because of Todd's steadfastness, the School remains faithful to its Charter as granted by the Commonwealth of Massachusetts;

Whereas, Todd's integrity has engendered highly effective, nurturing partnerships with trustees, staff, and faculty;

Whereas Todd's commitment to upholding the School's fundraising, capital improvement, and technology goals means that Parker is fiscally healthy, the buildings are sound, and students are well-equipped for learning;

Whereas because Todd has dedicated himself to seeing and knowing students well, Parker is a place where students can and do learn how to become the best versions of themselves;

Now, it is therefore:

Voted: That the board affirms its gratitude for Todd's dedication and countless contributions to our community;

Voted: That the board wishes Todd great joy and success in the next chapter of his journey.
The board **VOTED** unanimously to approve the motion.

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

VI. 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 7:40 PM.

Respectfully Submitted,
M. Lindsey

VII. Annual Meeting

A. Trustee Slate

Nicole Hatlevig introduced the slate of Trustees:

- Pamela Gordon
- Christina Soderman
- Sonia Razzetti
- Mara Edgar
- Brian Harrigan, incoming Head of School
- Matt Lindsey (renewing)
- Mario Silva-Rosa (renewing)

There were no comments or questions.

B. Officer Slate

Nicole Hatlevig introduced the slate of Officers:

- Glenn Penna, Chair
- Pam Gordon, Vice Chair
- Christina Soderman, Treasurer
- Matt Lindsey, Secretary

There were no comments or questions.

C. Votes

T. Sumner made a motion to approve the Trustee slate.
S. Roach seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

M. Turnbull made a motion to approve the Officer slate.
S. Roach seconded the motion.
Officer nominees, Glenn Penna and Matt Lindsey, were asked to wait in the hall during the vote.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D.

Appreciations

Todd gave gifts to Trustees leaving the Board, Steve Roach and Christine Regan Davi. Todd and Trustees shared appreciative remarks.

Christine Regan-Davi presented a Board gift to Todd.

Todd expressed appreciation for Glenn Penna's leadership as the incoming Board Chair.

Board members shared their gratitude and appreciation for Todd.

E. Adjourn Annual Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the Annual Meeting was adjourned at 8:05 PM
Respectfully Submitted,
M. Lindsey

Documents used during the meeting

- Principal's Report 14 June 2022.pdf
- SOA Spring 2022 Amendment for BOT.pdf
- Proposed Meeting Schedule 22-23.pdf
- BOT highlights June 2022.pdf
- FY22 fiscal policy and procedures.pdf