APPROVED

F.W. Parker Charter Essential School

Minutes

Board of Trustees Meeting

Date and Time
Tuesday December 13, 2022 at 6:45 PM

Location
Parker School

Trustees Present
A. Jolly (remote), B. Harrigan, C. Soderman, G. Penna, J. Saxe, M. Edgar, M. Lindsey, M. Silva-Rosa, M. Turnbull, P. Gordon, S. Razzetti, S. Reinhorn, T. Testa

Trustees Absent
N. Odekirk Hatlevig

Guests Present
D. Merriam, D. Van Patten, Jennie Williamson, K. Tedstone, M. Beganski

I. Meeting Notes

A. Meeting Objectives

1. To reflect on our instructional goals for the year
2. To better understand the advocacy efforts of the MCPSA
3. To advance the work of the committees
4. To prepare for the Board of Trustees January retreat

B. Meeting Preparation

1. Please RVSP through Board on Track
2. Read this agenda and the packet
3. Read the Head of School Report
4. If you have feedback or questions, please reply to Glenn, Pam, Brian or Monique

II. Opening Items

A.

Record Attendance and Guests

B. Call the Meeting to Order

G. Penna called a meeting of the board of trustees of F.W. Parker Charter Essential School to order on Tuesday Dec 13, 2022 at 6:49 PM.

C. Approve Minutes

G. Penna made a motion to approve the minutes from Board of Trustees Meeting on 11-08-22.
M. Turnbull seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

P. Gordon	Aye
M. Silva-Rosa	Abstain
S. Razzetti	Aye
B. Harrigan	Aye
S. Reinhorn	Aye
N. Odekirk Hatlevig	Absent
C. Soderman	Aye
T. Testa	Aye
M. Lindsey	Aye
J. Saxe	Abstain
A. Jolly	Abstain
M. Turnbull	Aye
G. Penna	Aye
M. Edgar	Aye

III. Instructional Goals and Starter

A. Instructional Goals for 2022-2023

Deb Merriam provided an overview of Instructional Goals for 2022-2023. Deb presented this year's essential question - "What is our Purpose" - and said professional development/adult learning at Parker is exploring the question through focus on three areas:

- Habits of Learning
- School Culture
- Feedback and Assessment

B. Starter and Activity

Deb said recent adult learning and this evening's exercise will center on "How do we help kids persevere through challenge?" Deb led experiential activities from the professional development sessions to illustrate learning about perseverance.

Deb discussed the differences between avoidant coping - coping that feeds cycle of distress and avoidance - and adaptive coping - coping that allows to reset and reengage with learning.

Deb said that in helping students through challenges: Acceptance + Confidence = Support.

Glenn Penna asked if student stress levels are changing post Covid. Deb said staff are more concerned with the social lag than a learning lag.

Brian commented that many schools would address this work through counselors and that Parker is addressing this through every teacher.

IV. MCPSA Presentation

A. Massachusetts Charter Public School Association (MCPSA) Advocacy

Jennie Williamson from MCPSA joined the meeting at 7:20pm.
Jennie said the main mission of MCPSA is to create and provide conditions for charter schools to thrive and to ensure families have access to charter schools.

Jennie shared an overview of charter school support and legislation in Massachusetts and common myths about charter schools. Jennie described MCPSA's primary advocacy efforts - promoting understanding of charter schools and building relationships with elected officials.

Jennie presented ways that Board members can help with advocacy:

- receive MCPSA updates and follow on social media
- participate in advocacy week
- forge/continue relationships with legislators
    - invite legislators to visit Parker
    - regularly communicate with legislators and learn about their priorities
- create a mechanism for continued shared work and accountability

Jennie invited Board members to reach out to her and MSPCA with questions or for more information.

Katrina said that State reps say that calls and emails make a difference.

Brian said that there is current legislation that directly affects Parker -
1) Student Opportunities Act 2)Weighted Lottery 3)Universal Free Breakfast and Lunch

Tiff asked about per pupil funds and Jennie described recent increases.

Jennie left the meeting at 7:45pm.

V. Head of School Report

A. Head of School Report

Brian shared information about efforts to increase enrollment.

Brian discussed the higher rate of withdrawals and tracking application numbers.
He said there are currently 14 7th grade and 5 9th grade applications for the mid-year lottery.

Brians shared a promotional video short that was recently created. He said videos are being made in English and Spanish.

Brian thanked Sonia Razzetti for connecting Parker and the Boys and Girls Club of Leominster and Fitchburg. Brian said current partnership opportunities being explored are:

- robotics team,
- basketball clinic
- homework club
- summer camp

Brian said the partnership would allow for recruitment opportunities:

- advertising
- table at pickup
- information sessions for families
- shuttle service for students

Tiff expressed her excitement at the opportunities.
Stef and Mara asked about transportation. Brian discussed some thoughts on how transportation might be handled.

Brian invited Board members to attend an event at Parker on Thursday, January 5 at 7pm with Mam-Yassin Sarr, the founder of Starfish International School in The Gambia, West Africa.

Brian gave an overview of the Staff Compensation Plan. Brian said that the recent bonuses were a step towards closing the gap between Parker and other sending districts and there is more work to do. Brian said the working group is a month/month and a half away from having recommendations.

Brian outlined the process and timeline for creating a Strategic Plan and said the process would begin in Spring 2023 and will be ready to launch in May 2023.

VI. Committee Reports

A. Finance

Christina Soderman said the Finance Committee did not have a December monthly meeting and said there is nothing to report. Christina said the Parker Finance 101 overview will be presented during the Board's January retreat.

There were no questions or comments.

B. Development

Katrina Tedstone presented highlights from the development report:

- Annual Fund was reported at $46K and is now just past $51K
- Trustee participation rate has grown to 36%
- Giving Tuesday saw 49 alum donation which is a 20% increase from last year

Jen Saxe said the recent Development Committee discussion focused on giving trends and the effect of Board giving on overall giving.

There were no questions or comments.

C. Diversity, Equity and Inclusion

Sonia Razzetti said the DEI Committee has identified individuals that can help with recruitment and short-term and long-term outreach opportunities.

There were no questions or comments.

D. Facilities

Martin Turnbull said there will be a meeting with contractors next week to discuss plans for the "Sumner Sidewalk".

There were no questions or comments.

E. Governance

Matt Lindsey said the Governance Committee met last week and discussed Board on Track's Member report/Trustee profile. Matt said the report shows where the Board composition is currently and tracks out three years, identifying areas of opportunities or growth. Matt encouraged members to log in to Board on Track and update skills and demographics in their profiles. Matt said updated profiles help the Committee create a

candidate slate for the coming year by identifying areas of immediate need and long term goals for creating healthy Board composition. Matt talked about tools using to keep track of recruitment efforts and exploring other tools and educational opportunities available through BoT.

Mara said the Committee's aim is to have a map of goals and recruiting objectives. She said the Committee is trying to leverage the resources of BoT by doing a deep dive into what is available there and exploring best practices.

Brian said Brianna, Parker's BoT liaison, will join the January retreat.

Glenn said the candidate slate needs to be set for last Board meeting of year in June which is roughly 4 months to identify future Trustees. Glenn said three current Trustees have terms expiring and he suggested expanding the Board's numbers.

Sonia said she would like to know more about the timing and process of recruiting new members.

Mara encouraged Board members to think about recruitment and said Finance and Facilities are two areas of need. Mara gave a brief overview of the timeline for recruitment.

Christina asked if Board members are typically selected from Committees. Glenn said that this is not always the case.

Glenn said it is important for Committees to write mission statements to help potential members understand the work of committees.

VII. Retreat Preparation

A. Preparing for BOT Retreat

Glenn initiated a conversation about preparing for the January Board retreat. Glenn asked about timing of the retreat and invited Board members to share thoughts on scheduling.

Brian presented the objective for the day: *to better understand the culture, experience, and impact of Parker* and some of the agenda items:

- Student Perspectives
- "The Students are Watching" - the Board is invited to read the book beforehand and be ready to share feedback
- FInance 101 - Michelle McKenna will present
- Board on Track - Board asked to complete self assessment beforehand

Glenn asked if there were other items the Board would like to cover at the retreat.
Stef said she would like to hear more about the partnership with the Leominster/Fitchburg Boys and Girls Club.

VIII. Comments, next steps, reflections on our November BOT

A. Comments, next steps, reflections on our December BOT

There were no comments, nexts steps, or reflections.

IX. Other Business

A. Comments from the Public

There were no comments from the public.

X. 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 8:45 PM.

Respectfully Submitted,
M. Lindsey

Documents used during the meeting

- Head of School Report December 2022.pdf
- BOT highlights December 2022.pdf