APPROVED

F.W. Parker Charter Essential School

Minutes

Board of Trustees Meeting

Date and Time
Tuesday May 9, 2023 at 6:45 PM

Location
Parker School

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

Trustees Absent
None

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

I. Meeting Notes

A. Meeting Objectives

1. To review the academic performance of Parker students
2. To advance the work of the committees

B. To prepare for this meeting, please do the following...

1. Please RVSP through Board on Track
2. Please complete the Head of School assessment
3. Read this agenda and the packet

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 May 9, 2023 at 6:54 AM.

C. Approve Minutes

Motion to approve the minutes from Board of Trustees Meeting on 04-04-23.
The board **VOTED** to approve the motion.

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

III. Academic Update

A. Academic Update

Deb Merriam delivered the annual academic update as required by DESE.

Deb presented MCAS performance using disaggregated 2022 data for all students and reportable subgroups: high needs, low income, and students with disabilities. Deb said comparatively, Parker 7th and 8th grade students are doing better than the overall State numbers in both ELA and math.

Deb said MCAS is slowly raising the standards for passing. Deb presented MCAS data for Parker 10th grade students. Deb showed that in 2022 there were slightly more students not meeting standards - due partially to increase in the rise in standards and paritially due to Covid learning loss. Deb said there is no cause for worry that students will not be diploma eligible, some students may need to retake the test to meet standards.

Steph Reinhorn commented that the Parker approach of going deep on some subjects can feel like a disadvantage when approaching the MCAS science exam but that Parker students are well prepared in other ways.

Deb said MCAS is one data point used to assess student performance and Parker's assessment system is another. Deb reviewed Parker's assessment tools.

- projects - rubrics for each project (summative)
- weekly RYG (red yellow green) a quick snapshot of student performance from each teacher
- quarterly reports
- course end reports
- transcript

IV. Head of School Report

A. Head of School Report

Brian Harrigan thanked everyone who helped with senior exhibitions and he highlighted a few projects.

Brian shared key dates between now and the end of the school year.

Brian said that at the DEI Committee meeting had discussed an unfortunate recent event - a swastika was carved into a car in the junior lot. Brian said this is not Parker property and the investigation is being handled by State Police. Brian said that an optional lunch time meeting to discuss ideas for how to address this in the community was attended by 40 students. Brian said that this negative event has fostered conversation and student voices being heard.

V. Strategic Plan

A. Strategic Plan update

Brian Harrigan said the Strategic Plan RFP was issued on April 18th. Brian said it was sent to 40 organizations and there have been conversations and expressed interest by potential vendors. Mara Edgar said Parker is a fascinating, complex problem to some of these firms because it is not a run-of-the-mill educational institution. Mara said Parker would be an interesting case study for the right thought partner, .

Glenn asked the Board if the current Strategic Plan timeline and the plan for evaluating vendors was agreeable to Board members.

Board members discussed the proposed timeline and what can be learned through the process of exploring options.

Mara said there is inherent value in Board members seeing final vendor presentations and being part of vendor selection.

VI. Head of School Evaluation

A.

Head of School Evaluation

Stef Reinhorn discussed the process for the Head of School Evaluation including Brian's self evaluation and internal and community surveys. Stef reminded Board members to complete their evaluative survey by the end of the week.

Stef said she, Glenn, and Pam would synthesize all the data and present at the next Board meeting.

Christina shared that the Board survey did not feel entirely applicable to Brian's first year. Glenn said it is possible to modify the survey. Stef said that results are synthesized and questions can be more/less applicable depending on who is completing it.

VII. Committee Reports

A. Governance

Matt Lindsey said that the Governance Committee will meet next week and will finalize the slate for new Trustees.

Matt said the Governance Committee is hoping other committees will have welcome materials ready to welcome new members in the fall.

B. Facilities

Martin Turnbull said there was nothing to report from the Facilities Committee.

C. Diversity, Equity and Inclusion

Sonia Razzetti said the DEI Committee is considering different proposals to provide transportation for underrepresented communities.

Brian Harrigan said he had shared with the DEI committee about the interest in student allyship following the swastika incident.

D. Development

Katrina Tedstone said that there is a current families matching challenge of $20K. She said 70 families had participated when she wrote her Development report and there are currently over 90 gifts.

Katrina presented monthly giving trends. Graphics are in the meeting packet.

Katrina said an effort to reach out to past donors had had a 45% return rate.

Katrina said an alumni social was held this past weekend. The event was in Hudson at Clover Road Brewery which is owned by four Parker graduates. Attendance was estimated at 65-70 people.

E. Finance

Christina Soderman reviewed the third quarter Financial Dashboard Report included in the meeting packet.

Christina said that operating expenses are more than budgeted due to the continuation of the universal free lunch program. Stef Reinhorn asked about losses due to the program. Michelle McKenna clarified that both revenue and expenses were up due to the lunch program.

Christina said that needed revisions were made to Parker's Fiscal Policy and Procedure and Federal Grants Policy. She said the Finance Committee recommends and endorses the changes. Michelle McKenna said most of the changes are to statutory language or are dollar threshold changes.

Glenn Penna said the first read would be tonight and the second read and vote would be at the June meeting.

Christina said a new member, Richard Madamba, was voted onto the Finance Committee.

VIII. Other Business

A. Comments from the Public

There were no comments from the public.

IX. Votes

A. Fiscal Policy and Procedure

This vote was suspended to allow for a second read and will be voted on at the June meeting.

B. Federal Grants Policy

This vote was suspended to allow for a second read and will be voted on at the June meeting.
C. Soderman made a motion to suspend votes to approve Fiscal Policy and Procedures and Federal Grants Policy.
M. Silva-Rosa seconded the motion.
The board **VOTED** unanimously to approve the motion.

X. Closing Items

A. Adjourn Meeting

M. Lindsey made a motion to adjourn the meeting.
M. Silva-Rosa 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 8:28 PM.

Respectfully Submitted,
M. Lindsey

Documents used during the meeting

- 2023 May Head of School Report.pdf
- BOT highlights May 2023.pdf
- FY23 fiscal policy and procedures.pdf
- Parker federal grants policy March 2023.pdf
- Q3 Dashboard.pdf