

# F.W. Parker Charter Essential School

## Minutes

### May Governance Meeting

---

#### Date and Time

Tuesday May 7, 2024 at 7:30 AM

---

#### Committee Members Present

B. Harrigan, F. Fernau (remote), G. Penna, J. Fredericksen (remote), M. Lindsey (remote), N. Odekirk Hatlevig (remote)

#### Committee Members Absent

A. Jolly, M. Edgar, S. von Conta, T. Testa

---

### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

N. Odekirk Hatlevig called a meeting of the Governance Committee of F.W. Parker Charter Essential School to order on Tuesday May 7, 2024 at 7:35 AM.

#### C. Approve Minutes

Motion to approve the minutes from April Governance Meeting on 04-02-24.  
The committee **VOTED** unanimously to approve the motion.

### II. Governance

#### A. June Slate Updates

Brian and Nicole have a meeting later this week with a candidate to get final answer as to her decision to join the Trustees.

Nicole has a meeting later this week with another candidate to discuss time commitment and hopefully get her final answer.

Brian and Glenn spoke to a parent candidate who looks unlikely to join this year.

The committee discussed the committee assignment of an incoming Trustee and where she might fit best.

Matt and Nicole will invite the class of incoming Trustees to attend the June Trustee meeting.

#### **B. Gov Comm Next Year**

The committee discussed who would serve the needs of the committee best in the coming school year. The committee agreed that in the future the Chair or Vice-Chair of the Trustees will ideally serve on Gov Com. Brian will approach next year's candidate for Chair and discuss whether she or the Vice-Chair will sit on the committee. Brian will also discuss with current staff members on Gov Com their committee assignment for next year.

### **III. Other Business**

#### **A. Future Agenda Items**

The committee briefly brainstormed potential future agenda items and work for next year. The list included:

- Adding to the by-laws an alumni mandate for Trustees
- Creating a succession plan for the Board of Trustees
- Creating a board handbook
- Creating a recruiting playbook
- Creating a dashboard across committees and the Board

### **IV. 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 8:30 AM.

Respectfully Submitted,  
M. Lindsey