APPROVED

F.W. Parker Charter Essential School

Minutes

Board of Trustees Meeting

Date and Time
Thursday June 12, 2025 at 6:45 PM

Location
Parker School

This meeting will be held in person at the Parker School.

Trustees Present
C. Beasley, C. Soderman, E. Sturgis, F. Fernau (remote), J. Fredericksen, L. Hayner, M. Beam (remote), M. Edgar, M. Lindsey, N. Odekirk Hatlevig, P. Gordon, S. Reinhorn (remote), T. Testa

Trustees Absent
E. Moura, M. Turnbull, S. Razzetti

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

I. Meeting Notes

A. Meeting Objectives

1. To wrap up a very strong year at Parker
2. To review the results of our Governance Survey, thank departing Trustees and elect new Trustees

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

1. RVSP through Board on Track
2. Read the Head of School Report

II. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

P. Gordon called a meeting of the board of trustees of F.W. Parker Charter Essential School to order on Thursday Jun 12, 2025 at 6:53 PM.

C. Approve Minutes

E. Sturgis made a motion to approve the minutes from Board of Trustees Meeting on 05-08-25.
T. Testa seconded the motion.
Minutes approved as amended (corrected misspelling - "Gaga" changed to "Gala" in section III A).
The board **VOTED** to approve the motion.

Roll Call

T. Testa	Aye
C. Beasley	Aye
J. Fredericksen	Aye
M. Lindsey	Aye
L. Hayner	Aye
P. Gordon	Aye
M. Beam	Aye
M. Turnbull	Absent
S. Razzetti	Absent
E. Moura	Absent
C. Soderman	Abstain
S. Reinhorn	Aye
N. Odekirk Hatlevig	Abstain
E. Sturgis	Aye
M. Edgar	Aye
F. Fernau	Aye

III. Updates

A. Head of School Report

Brian Harrigan said gateways and graduation ceremony went well.

Brian invited Tiff Testa to speak about the recent Community Conversation about antisemitism. Tiff said students from the Multicultural Connections Community Block led an excellent and endearing Community Conversation with Rabbi Josh. Tiff said feedback from faculty was positive, and the conversation was thoughtful, and reflective. Tiff said Rabbi Josh was an excellent presenter. Tiff said she moderates the Multicultural Connections Community Block with Kristen Rabinowitz. Brian said the group would like to have conversations like this twice a year.

B.

End of year update

Brian said the sidewalk project will begin next week, after students are gone. He said the plan is to be done by early August before students return. The plan for entering the building and parking during the construction work was shared.

C. Development Update

Katrina Tedstone said the Parker fund is currently at $265K
She said some constituency goals had not met - graduate families is one of these. She said some constituencies exceeded expectations, including Friends, Board Members, and matching donations. Katrina said an unrestricted $40K gift had recently been received.

Katina said 2025-2026 fundraisers will include:

- Ribbon cutting ceremony
- Fun Run/5K in November
- Alumni Social
- Family Social

Christina Soderman asked if having alumni social events at 21+ venues impacts the attendance of younger alums and is an obstacle to developing the habit of support within this group. Katrina said an event for young alums will be re-instituted next year - it will be held the Wednesday after Christmas.

Brian thanked Katrina for all her work this year.

D. Staffing

Brian gave an update on staff hiring. Brian said hoping that hiring would reflect more diversity but hasn't been successful. Brian said more works needs to be done on the hiring pipeline.

Brian said Monique Beganski will support the Executive Director and will assist in development and CRM work.

Michelle McKenna said hiring is underway for a new Facilities Director. She said there was a great pool of applicants and 2-3 applicants will be brought in to interview next week.

Brian said Sue and Diane will not be teaching next year and will lead the New Teacher Induction program for orienting and mentoring new teachers. Brian said as part of the program, the group will participate in a new teacher CFG (Critical Friends Group) focused on progressive education. Brian said this is not a reboot of NTC or a licensure program.

He said teachers will earn a salary, be supported, and be eligible for licensure after the 3rd year.

Pam asked if these new teachers are brand new to teaching. Matt Lindsey said that one new teacher has been subbing and working as a paraprofessional. Tiff asked if this program is for veteran teachers coming to Parker too and if this is an introduction to progressive education.

E. Preview summer meetings and September 12th retreat

Brian said he and Pam would like to meet one-on-one with each Board member over the summer. An overview of questions that will be asked is included in the meeting packet.

Pam Gordon said a Board retreat is scheduled for Friday September 12 from 12-6pm. Pam said some of the retreat time would cover:

- Review Board norms and goals
- DEI and Development workshops

Brian invited Board members to come for picture day in August for Board head shots. Brian said by September 12th, he would like to see 100% of Board members having pledged to the Parker Annual Fund.

IV. CEO Evaluation

A. CEO Evaluation

Stefanie Reinhorn reviewed the CEO evaluation (details included in the meeting packet). Stef said the Evaluation Committee (Sonia, Pam, Stef) followed the Board on Track process although the terminology doesn't completely line up with the Brian's role. Stef said next year this review will become an Evaluation of the Executive Director and a new survey tool will be used.

Stef said the Evaluation Committee met with Brian at the start of the year to articulate goals. She said they met throughout the year to review progress toward goals. At the end of the year, they reviewed with Brian and collected feedback from the Board and other stakeholders.

Stef shared survey results (details included in the meeting packet). She said there is overall strong support of Brian and a feeling that Brian is doing a great job leading the organization.
Stef said there are some known areas where organization is working to improve in general.

Stef highlighted some comments from the evaluation process including praise for Brian's professionalism, integrity, and clarity and acknowledgement of how much Brian has been managing.

Stef highlighted some future considerations for Brian's role. These include a focus on the successful transition to new leadership and finding balance between his increasingly external-facing role and staying connected to daily school life.

Stef congratulated Brian on a successful year.
Pam echoed and thanked the Board for their feedback and patience with the current assessment tool.
Brian thanked everyone involved in the process.

Mara asked if Brian felt the summary was an accurate representation. Brian said yes - generally it was totally accurate. Mara said from her professional standpoint that what Brian has been able to do is remarkable.

Stef said some of the comments collected in the evaluation process were a reminder to be careful about how fast we are moving and how hard the Board is pushing forward.

V. Other Business

A. Comments from the Public

There were no comments from the public.

B. Schedule for BOT meetings 2025-2026

Pam Gordon shared the Board of Trustees 2025-2026 proposed calendar (included in the meeting packet).

Pam said the February meeting will be fully remote and other meetings will continue to be hybrid as allowed by the State. Pam said she is looking into investing in an OWL for hybrid meetings. Stef said she may be able to have one donated.

C. Feedback on the Board

Matt Lindsey said the Governance Committee met with Robert Carpenter, Director of School Supports at the Massachusetts Charter Public School Association, to review results of the Board's self assessment in Board on Track.

Matt said in the strategic work category, Parker's Board scored higher than other schools that did the survey. Matt said the Board is doing well and areas for work include:

- need for recruitment of facilities expertise

- hybrid meeting availability can be improved
- comfort and skills around fundraising are in development
- more clarity around Exec Dir goals, Board Goals, needed

Matt said Robert Carpenter had suggestions of language that can be included when the Board works on goals during the fall retreat.

VI. Votes

A. Fiscal Policies

Michelle shared Fiscal Policy changes. Changes are detailed in the meeting packet and include:

- Purchasing Policy - National School Lunch and Breakfast purchasing added to exemptions
- Investment Policy language - defining liquidity as "per current financing arrangement"
- Creation of a Revenue Stabilization Fund

C. Soderman made a motion to approve the proposed changes to Parker fiscal policies.
E. Sturgis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Reinhorn	Aye
F. Fernau	Aye
C. Soderman	Aye
C. Beasley	Aye
T. Testa	Aye
J. Fredericksen	Aye
M. Lindsey	Aye
M. Turnbull	Absent
N. Odekirk Hatlevig	Aye
M. Edgar	Aye
S. Razzetti	Absent
E. Moura	Absent
P. Gordon	Aye
M. Beam	Aye
L. Hayner	Aye
E. Sturgis	Aye

B. CEO Evaluation

N. Odekirk Hatlevig made a motion to approve the CEO Evaluation for the 2024-2025 school year.
M. Lindsey seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

S. Razzetti	Absent
L. Hayner	Aye
J. Fredericksen	Aye
S. Reinhorn	Aye
M. Beam	Aye
C. Beasley	Aye
C. Soderman	Aye
M. Edgar	Aye
F. Fernau	Aye
M. Lindsey	Aye
M. Turnbull	Absent
T. Testa	Aye
E. Sturgis	Aye
P. Gordon	Aye
N. Odekirk Hatlevig	Aye
E. Moura	Absent

C. Hiking Trips

L. Hayner made a motion to approve the hiking trip to the White Mountains on October 4-5, 2025.
J. Fredericksen seconded the motion.
Details of the trip are in the meeting packet.
Brian said the Board has the right to cancel the trip up to the departure time if there is appropriate reason.
The board **VOTED** to approve the motion.

Roll Call

C. Beasley	Aye
M. Beam	Aye
S. Reinhorn	Aye
M. Edgar	Aye
T. Testa	Aye
P. Gordon	Aye
E. Sturgis	Aye
E. Moura	Absent
J. Fredericksen	Aye
S. Razzetti	Absent
N. Odekirk Hatlevig	Aye
M. Turnbull	Absent
M. Lindsey	Aye
L. Hayner	Aye
C. Soderman	Aye
F. Fernau	Aye

D. Executive Director Contract

E. Sturgis made a motion to authorize the Chair of the Board of Trustees to execute the contract for the Executive Director.
M. Edgar seconded the motion.
Brian Harrigan left the room for this discussion and vote.

Pam reviewed details of Brian's contract.

Ellen Sturgis said she was surprised that the Board had not received a copy of the contract for review. Stef said, in the past, details of the contract have not been shared. Matt Lindsey said the contract will be public on the DESE website as the Executive Director is functionally the Superintendent.

Marie Beam said the process should be documented start to finish to capture the responsibilities of each subset of the Board.

Christina suggested there should be more Board members involved in the evaluation committee.

Stef said sounds like Board doesn't want to hold up approval of the contract and she noted the need for more documentation and clarity of roles moving forward.
The board **VOTED** to approve the motion.

Roll Call	
S. Reinhorn	Aye
L. Hayner	Aye
P. Gordon	Aye
E. Moura	Absent
J. Fredericksen	Aye
S. Razzetti	Absent
N. Odekirk Hatlevig	Aye
M. Edgar	Aye
C. Soderman	Aye
M. Lindsey	Aye
M. Turnbull	Absent
E. Sturgis	Aye
C. Beasley	Aye
M. Beam	Aye
T. Testa	Aye
F. Fernau	Aye

VII. 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 8:12 PM.

Respectfully Submitted,
M. Lindsey

VIII. Annual Meeting

A. Thank departing Trustees

Brian Harrigan thanked and spoke briefly about the three exiting Board members, Mara Edgar, Matt Lindsey, and Christina Soderman.

Pam Gordon thanked the exiting Board members.

B. Review Survey Results

See above: Minutes of Board of Trustees Meeting, June 12, 2025, Section V Item **C: Feedback on the Board.**

C. Present new slate of Trustees

Nicole Hatlevig shared the slate of new and returning Board members. Board members presented proposed Trustees and highlighted their qualifications.

Luciana Hayner presented **Rick Egan** and highlighted his skills and qualifications.
Pam Gordon presented **Brian Harrigan** and highlighted his skills and qualifications.
Brian Harrigan presented **Kalista Kintzing** and highlighted her skills and qualifications.
Luciana Hayner presented **Kofi Williams** and highlighted his skills and qualifications.

Nicole presented two renewing members - Sonia Razzetti and Pam Gordon.

D. Votes: Trustee Slate and Officer Slate

C. Soderman made a motion to approve the new and returning members to bring the number of members for the 2025-26 Board of Trustees to seventeen.
E. Sturgis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
M. Beam	Aye
J. Fredericksen	Aye
N. Odekirk Hatlevig	Aye
M. Lindsey	Aye
M. Edgar	Aye
E. Sturgis	Aye
L. Hayner	Aye

Roll Call

C. Beasley	Aye
S. Reinhorn	Aye
F. Fernau	Aye
M. Turnbull	Absent
T. Testa	Aye
S. Razzetti	Absent
P. Gordon	Aye
E. Moura	Absent
C. Soderman	Aye

M. Edgar made a motion to approve the 2025-2026 Board of Trustee officers and includes the following candidates: Pam Gordon, Board Chair Sonia Razzetti, Vice Chair Ellen Sturgis, Treasurer Nicole Odekirk: Secretary.

T. Testa seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

F. Fernau	Aye
M. Edgar	Aye
E. Sturgis	Aye
N. Odekirk Hatlevig	Aye
L. Hayner	Aye
E. Moura	Absent
M. Beam	Aye
C. Beasley	Aye
M. Turnbull	Absent
T. Testa	Aye
C. Soderman	Aye
P. Gordon	Aye
S. Razzetti	Absent
S. Reinhorn	Aye
M. Lindsey	Aye
J. Fredericksen	Aye

Pam Gordon shared subcommittee assignments.

2025-2026 Board Member subcommittee roles are as follows:

- **Development Committee**: Stefanie Reinhorn, Co-Chair; Julie Fredericksen, Brian Harrigan, Members
- **Diversity, Equity, and Inclusion Committee**: Sonia Razzetti and Tiff Testa, Co-Chairs; Caroline Beasley, Brian Harrigan, Luciana Hayner, Kalista Kintzing, Emily Moura, Members
- **Enrollment Committee**: Pam Gordon, Chair; Brian Harrigan, Member
- **Facilities Committee**: Martin Turnbull, Co-Chair; Brian Harrigan, Kofi Williams, Members

- **Finance Committee**: Ellen Sturgis, Co-Chair; Rick Egan, Brian Harrigan, Nicole Odekirk, Members
- **Governance Committee**: Nicole Odekirk, Chair; Fletcher Fernau, Julie Fredericksen, Pam Gordon, Brian Harrigan, Members

E. Adjourn Annual Meeting

M. Lindsey made a motion to adjourn the annual meeting.
C. Soderman seconded the motion.
Adjourned at 8:55pm
The board **VOTED** to approve the motion.

Documents used during the meeting

- 2025 June Head of School Report.pdf
- BH CEO Eval 24-25.pdf
- Proposed agenda 25-26.pdf
- FY25 fiscal policy and procedures.pdf
- White Mountains Hiking Trip Application 2025.pdf