

# F.W. Parker Charter Essential School

## Minutes

### Governance Committee

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#### Date and Time

Tuesday October 1, 2024 at 7:30 AM

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#### Committee Members Present

F. Fernau (remote), J. Fredericksen (remote), M. Edgar (remote), M. Lindsey, N. Odekirk Hatlevig (remote), P. Gordon (remote)

#### Committee Members Absent

B. Harrigan

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

M. Lindsey called a meeting of the Governance Committee of F.W. Parker Charter Essential School to order on Tuesday Oct 1, 2024 at 7:30 AM.

#### C. Approve Minutes

N. Odekirk Hatlevig made a motion to approve the minutes from June Governance Meeting on 06-04-24.

F. Fernau seconded the motion.

The committee **VOTED** unanimously to approve the motion.

### II. Governance

#### A. Hybrid Meeting Best Practices & Norms

The committee discussed potential areas for Board norms focused on hybrid meetings and ensuring remote participants feel like equal members.

Fletcher raised norms around the use of the meeting chat function as an area of question.

The committee agreed that small group activities would require particular focus during larger meetings.

The committee also agreed that remote attendance should be the exception, and trustees should make every effort to be in person if possible.

#### **B. By-laws for composition of the Board**

Matt led the committee in a discussion of adjustments to the Bylaws related to the number of current parents on the Board.

Matt noted that the Bylaws state that the Board may change the characteristics of Board members by a 2/3 majority vote at any regular or special meeting.

Pam, Mara, and Julie each shared that there are current parents on the Board would be important.

Fletcher suggested inclusion of a qualification that at least two trustees must be parents of current students.

The committee also discussed whether to consider having alternates for parents on the Board to guard against unexpected departures.

Matt shared that he recalled an instance where a parent was replaced during the school year to maintain compliance with the Bylaws.

Julie raised the question of whether specific language requiring alumni on the Board should be added.

The committee will return to proposed language for the Board to consider at the November meeting.

#### **C. Setting Recruitment Focus for the Year**

The committee discussed the trustees whose terms will be expiring this year and identified Facilities, Finance, Law, and marketing as clear priorities for recruitment.

Nicole raised the idea of asking current trustees for ideas for potential candidates for this year similar to last year.

The committee was in general agreement that strategy worked well last year.

Fletcher inquired about what data the school has that could support potential parent recruitment.

#### **D. Professional Development for the Board**

The Committee discussed potential professional development for the Board this year and identified development and how to pursue and make requests for donations to the Annual fund as one area.

#### **E. Items for future agendas**

Matt shared that at the Board retreat the creation of a midyear Board survey was suggested as potential future work for Governance.

Julie noted a need to follow up on new trustee buddies from last year and assign buddies for this year's new trustees.

Fletcher raised a question about potential Board effectiveness metrics and how Governance might track it.

Fletcher also inquired about potential for Parker Teams accounts for trustees. Matt said follow-up with Monique would be needed.

### **III. 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