

APPROVED



Boston Renaissance Charter Public School

Minutes

Board Retreat

Date and Time

Saturday February 2, 2019 at 10:30 AM

Location

Boston Renaissance Charter Public School

MISSION

The mission of the Boston Renaissance Charter Public School is to nurture and develop academic, social and emotional competence while building confidence, character and citizenship among its students.

Trustees Present

A. Buckmire, A. Kesler, B. Keith, E. Alphonse, F. Lowery, K. Williamson, L. Bispham, S. Dibinga

Trustees Absent

None

Guests Present

Craig Engerman, Laurie Lukas, Tamika Jones

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Bispham called a meeting to order on Saturday Feb 2, 2019 @ 10:35 AM at Boston Renaissance Charter Public School.

C. Welcome, Introductions, Agenda and Goals for Today

Introduce Laurie and set purpose for the meeting

D. Board Self-Assessment: Charter Renewal Criterion 9, Governance

Laurie L. introduces Charter Renewal Criteria 9: Governance

4 key indicators

1. board members active, engaged, and knowledgeable
 - a. reconfirm high expectations of members
2. board has effective systems for decision making and communication; meeting practices facilitate and ensure public accountability
3. board demonstrates appropriate oversight
4. board engages in strategic and continuous improvement planning and monitoring
 - a. expand board membership
 - b. recruit specific skill sets
 - c. provide training for members

Board members divided into two groups to split the 4 indicators up to assess for prior 5 years and strategically plan for next 5 years

E. Group Presentations & Working Lunch

Group A presented assessment of 2 indicators

1. strengths of past 5 years from key indicator 1
 - board actively engaged in financial oversight. voting for important line items of budget, like salary increases and bonuses for staff to encourage retention, necessary facility improvements, instituting bus monitors
 - board members are as engaged as they've been in past 5 years. growth and engagement has grown and improved over 5 year period
 - board handled two leadership transitions in last 5 years
 - 2 reviews of bylaws, including current refresh and amendment of bylaws to reflect current school
 - board engagement improved with switching to bi-monthly meetings (once every two months) and meeting in mornings
2. goals for next 5 years from key indicator 1
 - board face time with school and understanding of school members
 - brainstorm
3. strengths of past 5 years from key indicator 2
 - increased use of interim teleconference meetings, retreats, in addition to monthly meetings. board participation in crises that arose in past 5 years
 - chair is heavily involved, but now more supported by rest of board
4. goals for next 5 years from key indicator 2
 - find ways to disseminate responsibility of chair to board, help drive collective wisdom. insure information not help in one place, but also provide ways for discretion when needed for particular issues/information
 - further identifying committees and structuring them to have succession. committees that are resilient and robust. ensure meeting monthly to keep board engaged
 - updates from school admins more regularly (more than once every two months) to keep board engaged

5. strengths of past 5 years from key indicator 3
 - moved swiftly, purposefully in tumultuous moments
 - board operated in reactionary mode in past, but has moved out of that
 - board membership as healthy as been as its been in years
 - contract for head of school has clear assessment process established and ties well to DESE standards
6. goals for next 5 years from key indicator 3
 - beef up academic subcommittee --> draw on nearby university education departments
 - subcommittee to assess head of school's performance. receive important updates regarding
7. strengths of past 5 years from key indicator 4
 - implementing Board on Track
 - underwent strategic planning process for 18 months
 - board membership has expanded
8. goals for next 5 years from key indicator 4
 - implement buddy system for onboarding, to help pass down institutional knowledge
 - training on board membership
 - implement succession planning for chair
 - use board on track for onboarding process and documenting board training processes

F. Strategic Planning Workshop: Key Actions for Strategic Priority 2

Groups break out to identify key action items

G. Group Presentations

Group A presented key action items

1. Key action items for indicator 1
 - making board members more public (pictures of board members on website)
 - board of trustees participate in newsletter for school audience
 - scheduling regular visit of a board member at the school (monthly etc)
 - identifying Board on Track tools for recruitment and incorporating board development into each board meeting (10 or so minutes at each meeting)
 - gain understanding of DESE process
2. key action items for indicator 2
 - re-establishing strong subcommittee process
 - overlap with some key action items (newsletter)
 - accessing processes for voting
3. Key action items for indicator 3
 - recruit k-12 urban educators to boards
 - add additional board member with finance background
4. key action items for indicator 4
 - annual board retreat
 - develop onboarding process for new membership that provides training for roles and responsibilities of board membership

- implement mentorship program for new board members
- create succession plan for board officers

II. 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 1:34 PM.

Respectfully Submitted,
L. Bispham