

Executive Team Report - March 2022

Stephanie Trowbridge, President

1. Executive Director Check-In

Stephanie and Micah touched base with David at the end of February to be updated by David. Stephanie and Jeff meet with David this week to review the agenda and calendar for March's meeting. We will receive the proposed budget for 2022-2023 as well as the plan for ESSAR 3 funds.

2. Agenda Planning

We will receive updates from the PTO and a staff member this month. We also will review the reason for the Board's approval for the academic calendar. There has been a calendar change for this March. This has sparked a deeper look into Board policy and process. We will discuss this further at our meeting. During our meeting, Stephanie will discuss the 2022-2023 Board meeting schedule in case any changes need to be made.

3. Strategic Planning

The reassessment of the Strategic Plan will happen in June per previous discussion. During our March meeting Stephanie would like to nail down a designated time. Please review these dates prior to the meeting:

May 28th 8-11 a.m. or 12-3 p.m.

June 2nd 6-9 p.m.

June 16th 6-9 p.m.

4. Board Playbook

If you have not done so, the next items needed for the playbook are committee and chair roles and officer roles. Please send the following on or by March 14th:

- i. Your committee's role in one paragraph (Facilities, I have yours from your report).
- ii. Your role as Chair in bullet points.
- iii. Annual timelines from your committees.
- iv. Anything else you think is important.

5. Board Training

As stated before, if anyone is curious about certain kinds of training, please email me so I can begin coordinating other training opportunities. We will have a finance workshop before this month's meeting. Stephanie will be recommending a brief on-boarding session in August for new board members.