



MFCS Governance Committee Meeting
Wednesday, November 15th, 4:30pm
@ Mill Falls Charter School

Governance Committee Minutes

1: Attendance: Butterfield, DePasse, Brough, Levin

2: General Overview of Strategic Planning Process

Date, Place, Agenda, Facilitator, Attendees, Exercises, Engagement

The Committee reviewed plans for the Board's Strategic Planning Process. They agreed that they will plan for two-sessions – the first in early January and the second in February. Levin shared that MFCS's Student Services Coordinator, Maryclare Heffernan, has extensive experience as a group facilitator and has offered to do that work for us during this process. She has agreed both to work with the staff to draw out their strategic planning priorities, and to work with the Board. The Committee discussed possible venues for the first planning session and Levin will follow up with Water Works Café and may also explore SNHU's Sandbox, Bernstein Shur offices, Franklin Pierce and the Yard Restaurant. The Committee also discussed who would participate in this process – it will include All Board Trustees, approx. 3 Staff members, approx. 3 parents, approx. 3 Foundation members, and 3-5 community members. The Committee also began to talk about topics for discussion, starting with the SWOT (Strengths, Weaknesses, Opportunities, Threats) exercise and will be preparing that to send to members of the school community in early December, for review by mid-month. That will serve as one of the tools for topic prioritization. Additionally, the Board will be brainstorming ideas at each of the next Board meetings.

3: Nominee Review: Levin shared that she has met with several potential nominees over the last few weeks. Two – Peter Marr and Jody Wilhelm – will be attending the November Board meeting to observe our public meeting model. The Committee will set up a time to meet with each of the nominees after the November Board meeting.

4: Adjournment: 5:15pm

Motion: Brough motioned to adjourn the meeting; DePasse seconded. **Vote:** Unanimous.