

Board Committee Report

Executive Director Review Committee

Date of Report: June 12, 2023

Written/ Submitted by: Becky Lund and Nick LaRusso

Date of Last Meeting: June 6, 2023

Date of Next Meeting: TBD

Committee Update: The ED Review Committee is submitting the results of the board member survey as well as recommendations regarding the end-of-year Executive Director review. The percentages in the survey are based on the 8 out of 9 board members that responded. We are also submitting five proposed goals for SY24, along with an example of the rubric we're recommending moving forward. **Please note that these are for feedback at this time.** The final goals and measurements will be submitted to the Board in July for approval.

Motion/ Action Items for the Board Meeting:

We would like a portion of the meeting closed as permitted by section 13D.05, subdivision 3(a), to evaluate the performance of the school's Executive Director.

Discussion of proposed ED goals for SY24.

2022-2023 Committee Goals:

Goal	Notes	Due Date/ Complete?
Develop a robust Executive Director review process and formalize the process in a policy or other written document	The ED Review Committee submitted this with our report in May.	Complete
Follow the process to	The ED Review Committee will complete this process according to our timeline. We will continue to update and refine it as needed in the next school year.	June 2023

review the ED this year		
--------------------------------	--	--

Month	Task	People Involved
July	Present new goals and measurements to BoD for approval	ED Review Committee, ED BoD (for approval)
August	ED Review Committee checks in with ED (may happen monthly, but at least quarterly-ish)	ED Review Committee, ED
October	ED Review Committee checks in with ED	ED Review Committee, ED
January	ED Review Committee checks in with ED	ED Review Committee, ED
March/April	ED Review Committee checks in with ED	ED Review Committee, ED
May	Review past year's progress on goals, finalize ED year-end review (to present to BoD in June)	ED Review Committee, ED
June	Final evaluation/ review of Executive Director Begin a draft of new goals based on the review, Strategic Plan, etc.	Board, ED (may be facilitated by the ED Review Committee) ED Review Committee, ED
As Needed	Present updates and edits on ED goals for BoD approval	ED Review Committee, ED, BoD
Quarterly/ As Needed	Present progress on goals to BoD	ED, ED Review Committee