

# Board Committee Report

## Executive Director Review Committee

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**Date of Report:** September 9, 2022

**Written/ Submitted by:** Nick LaRusso

**Date of Last Meeting:** September 7, 2022

**Date of Next Meeting:** TBD in October

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### Motion/ Action Items for the Board Meeting:

**For the Consent Agenda:**

- Approve the 2022-2023 Executive Director Review Committee goals.
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### Proposed 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	See below	June 2023
Follow the process to review the ED this year		June 2023
To ensure alignment between the Board and the Administration	<p><b>The Executive Director's yearly goals should reflect the:</b></p> <ul style="list-style-type: none"><li>• Current strategic plan</li><li>• Board's goals for the year</li><li>• Goals in the current contract with our Authorizer</li><li>• Management of Nova Classical's finances</li><li>• Oversight of high academic standards and growth for every student</li></ul>	

<p><b>The goals should also include:</b></p>	<ul style="list-style-type: none"> <li>• The Executive Director’s desired timeline for the goals</li> <li>• Any resources that may be needed</li> <li>• Information on how the Executive Director plans to achieve those goals</li> <li>• Clearly measurable outcomes</li> </ul>	
<p><b>Further recommendations include:</b></p>	<ul style="list-style-type: none"> <li>• Having the Executive Director give progress updates on the goals in their monthly report to the Board (similar to the Board Committee Reports)</li> <li>• Looking for progress on the goals versus checking-off boxes</li> <li>• Encouraging stretch goals that may take more than a year to achieve</li> <li>• Not evaluating the Executive Director as if it were a contract renewal each year <ul style="list-style-type: none"> <li>- Have a mid-year check-in if goals should not be adjusted or if more resources or supports are needed</li> <li>- The end-of-year evaluation should be a time to celebrate successes and progress while also thinking about how the results can inform goals for the following year</li> </ul> </li> </ul>	

<b>General timeline:</b>	<ul style="list-style-type: none"><li>• July: the Board drafts goals for the year</li><li>• August: the Executive Director shares their goals for the year</li><li>• No later than September: The Board approves the ED goals</li><li>• February: the Executive Director Review Committee checks in with the ED to see if further resources/supports are needed</li><li>• June: the Executive Director Review Committee checks in with the ED to review the year and begin thinking about which goals should be continued for the next year</li></ul>	
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