



Members Present: J. Gutierrez, C. Olson, Rita Thorson, K. Gutierrez, N. Donnay, T. Smith

Members Absent:

Ex-officio Members Present:

Guests:

Meeting began at 10:05 am

Purpose of the meeting was to discuss the items for the conference call with Scott, scheduled for September 7 at 10:30 am. Items included are:

Focus Groups. In the initial scope of work, Rebar Leadership built in time for focus groups (e.g. Lower School faculty, Middle School faculty, Upper School faculty, and parents). There was discussion as to the goal of these groups (e.g. buy-in, communication, a part of change management, identify blind spots, how the focus groups support the process, etc.). Feedback from Rebar will be obtained in the conference call.

Retreat Planning. Discussed that the retreat should include initial feedback on individual interviews, updated timelines, focus group decision and timing, change management definition (January 2024), separation of the succession plans for the Executive Director and Executive Director of Finance & Operations. Noted that C. Olson and T. Smith should be invited to the board retreat.

Succession Planning Meeting Prior to the Retreat. Given the wide range of information related to succession planning, the committee will request another meeting, prior to the retreat to discuss the agenda, general talking points, etc.

The meeting ended at 10:45 am

Submitted by J. Gutierrez, St. Croix Preparatory Academy