

Board Retreat Sample Agenda 3

*Board Self-Assessment
Creating a Legacy*

Date

Attendees:

Facilitators:

Please bring: An engaged and reflective mind, energy, and a commitment to highly effective governance!

8:00 p.m.	<p>Welcome</p> <ul style="list-style-type: none"> • Overview and goals for the session: <ul style="list-style-type: none"> ○ Develop a common understanding of the results ○ Identify priorities ○ Develop thinking around priorities 	Setting the Stage
	<p>Results of Board Self-Assessment</p> <ul style="list-style-type: none"> • Areas of Strength • Areas of Opportunity • Degree of Consensus • “Don’t Know” Questions • What does this all mean? 	Information Sharing
	<p>Considerations</p> <ul style="list-style-type: none"> • Outline strategies and conditions to enhance board member engagement • Identify performance indicators the board should use, through a governance lens, to measure organizational health • Ensure continued strength and stability through the creation of a leadership transition plan • Review the governance role of the Board of Trustees in order to fulfill the duties to support and evaluate the HOS 	Facilitated Roundtable/ Decision Point
8:40 p.m.	<p>Breakout Groups for Each Consideration (groups will rotate)</p> <ul style="list-style-type: none"> • Board Member Engagement <ul style="list-style-type: none"> ○ What does strong engagement mean to you and what does it look like? ○ What are the obstacles to engagement based on the way we are currently working and meeting? 	Small group Work and Strategic Discussions



- What are the advantages if we have a truly engaged board?
- How will we know if we are successful? What will success look like?

- Performance Indicators
 - How do we effectively engage in program oversight to fulfill our governance role as trustees?
 - What are the 5-7 indicators of organizational health?
 - What should we be paying attention to as the trustees of the school to ensure organizational health?
 - What do we need to know to strategically manage our role as trustees to provide program oversight and ensure, that as trustees, we are not engaging in micromanagement of school operations?

- Leadership Transitions
 - What happens if there is an immediate or short-term transition?
 - What do we need to consider today to be prepared for a long-term succession plan?
 - How will we get there?

- Head of School Supervision/Evaluation
 - What should the role of the board be in relation to HOS supervision and evaluation?
 - What is our current process?
 - How can we, as a board, ensure we are fulfilling our responsibilities as trustees to support and evaluate our Head of School? What do we need to know and how will we orient new members to our process?

9:30 p.m.	Report out from Group Work <ul style="list-style-type: none">● 5 minutes per topic with questions	Strategic Discussions
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9:50 – 10:00 p.m.	Next Steps and Closing	Assign Responsibility
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