

Executive Director Review Committee Board Report

Date of Meeting: 7/15/2026 5:00pm- 6:00pm

Present: Colleen Hansen, Becky Lund, Todd Sample, Brett Wedlund, Bavi Weston

Location: [Zoom Room](#)

Next meeting date: TBD, 2026

Committee Purpose:

ED Review Committee purpose according to bylaws:

The Executive Director Review Committee is charged with working with the Board and Executive Director to set the yearly goals for the Executive Director, as well as the measurements for those goals. Additionally, the Executive Director Review Committee shall assist in monitoring progress towards those goals, provide support in meeting those goals, and conduct a review of the progress made towards those goals at the end of the school year. This committee shall be chaired by the Vice Chair and shall include no fewer than two additional board members.

Report:

The committee met to discuss and create the 2026-27 Executive director goals. These goals will be discussed during the business section of the Board meeting on Jul 27, 2026 .

Resources:

[Executive Director Job Description](#)

[Executive Director Goals 2025-26](#)

[EDRC Mission and goals](#)

For Discussion and approval:

2026-27 ED goals

2026-2027 Committee Goals

Goal	Notes	Due Date/ Complete?
Complete the Director Review	Using the rubric created by the committee and approved by the board, complete annual review of the director	Complete ('25-'26)
ED support	Conduct meetings according to the schedule and add additional meetings if the need arises	ongoing

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
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