



# The Anchor School

## Minutes

### Governance Committee Meeting

Agenda posted by: July 31

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#### Date and Time

Wednesday November 6, 2024 at 8:00 PM

#### Location

Virtual

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#### Committee Members Present

A. Pressey, J. Burton (remote), N. LeBlanc (remote), S. Torres (remote)

#### Committee Members Absent

*None*

#### Committee Members who arrived after the meeting opened

A. Pressey

#### Guests Present

J. Pinto Taylor (remote), Lisa McDonald (remote), M. Felts (remote)

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#### I. Opening Items

##### A. Record Attendance

##### B. Call the Meeting to Order

N. LeBlanc called a meeting of the Governance Committee of The Anchor School to order on Wednesday Nov 6, 2024 at 8:06 PM.

### C. Approve Minutes

N. LeBlanc made a motion to approve the minutes from Governance Committee Meeting on 10-02-24.

J. Burton seconded the motion.

The committee **VOTED** unanimously to approve the motion.

## II. Governance

### A. Review: Org Structure and Job Descriptions

A. Pressey arrived at 8:10 PM.

- Half of Day 2 of our Winter Board Retreat will be focused on org structure and planning
- Dr. Pinto-Taylor's initial thoughts on proposed roles for Year 3:
  - **Need to have:**
    - Dir. of Curriculum will be urgent and needed (curriculum coherence and student experience every year; practices that all teachers use)
    - Language and PE teachers (they teach the entire grade)
  - **Nice to have:**
    - Dir. of High School
    - Some teaching roles are enrollment-dependent
- Personalized learning: focuses on ways we differentiate and personalize the student experience (e.g. neurodivergence, additional learning needs)
- Social worker and counselor roles speak to the whole-child aspect of the TAS program
  - Counselor could support HS transition planning
- Salaries attempt to be competitive for Director roles; teacher roles are in range of Dekalb County
  - Interest in moving more to performance pay

### Action Item

- Dr. PT to create an Executive Summary for most important takeaways from the staffing plan (will help with further board dissemination)

### B. Review: Personnel Report

- Initial review of the report

### **C. Review: Facilities Report**

- Skipping this section, no further review needed at this time

### **D. Discuss: Need for Additional Operations Reports**

- Thoughts on developing a CPF operations report
  - Hard to quantify all Ops things
  - We get Ops monitoring data back in January + corrective actions
    - Could discuss this report again at that time

### **E. Update: Policy Tracker**

- Initial drafts are ready in a spreadsheet
  - Committee members and Dr. PT will review this async
- Need to consider when we reveal how policies have changed/evolved in the policies themselves

### **F. Review: Board Succession Planning**

- Nicole has developed a succession plan tracker so the Governance Committee can plan and track succession tasks throughout the year

## **III. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:20 PM.

Respectfully Submitted,  
N. LeBlanc

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**The Anchor School** is a village of educators, families, and community members that partners with 6th through 12th-grade students\* who are developing the knowledge, skills, and confidence they need to thrive in school and beyond. Through our commitment to excellent instruction, community partnerships, and holistic student development, we cultivate anchors that build a more just and equitable future.

*\*In August 2022, the SCSC authorized TAS as a GA Charter School with approval to enroll students who will be in the 6th grade in the fall of 2023.*