

DRAFT



# The Anchor School

## Minutes

### Executive Committee Meeting

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#### **Date and Time**

Wednesday August 7, 2024 at 8:00 PM

#### **Location**

Virtual

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#### **Committee Members Present**

E. Desprez Isbell (remote), J. Burton (remote), N. LeBlanc (remote)

#### **Committee Members Absent**

J. Whittington, V. Thompson

#### **Guests Present**

G. Stevens (remote), J. Pinto Taylor (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 Executive Committee of The Anchor School to order on Wednesday Aug 7, 2024 at 8:08 PM.

N. LeBlanc called a meeting of the Executive Committee of The Anchor School to order on Wednesday Aug 7, 2024 at 8:08 PM.

**C. Approve Minutes**

N. LeBlanc made a motion to approve the minutes from Executive Committee Meeting on 06-18-24.

E. Desprez Isbell seconded the motion.

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

N. LeBlanc made a motion to approve the minutes from June 18 Executive Committee Meeting on 06-18-24.

E. Desprez Isbell seconded the motion.

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

**D. Item for Information: Recommendation to consider an additional staff member based on enrollment before the August board meeting**

- If student attendance on day 1 is reflective of the current enrollment, TAS will need to add another special education teacher to serve students as the other special education teachers are at capacity.

**II. Executive Committee**

**A. Review Board Calendar**

- Ensure board members and point of contact staff member (and Dr. Pinto Taylor) are reviewing the Annual Board Calendar on a regular basis and prior to committee meeting agenda development.
- Executive Committee items (specifically the LKES and enrollment policy) should move to other committees (LKES to Academic Committee and enrollment policy to Finance Committee)

**B. Prepare for Board Terms and Succession Planning Activities**

- Board members should reference the Board Succession Planning spreadsheet as we consider adding additional board members.
- As we interview board candidates, use the notes template to take internal notes.
- For candidates that we are recommending for the board, submit the "Action Item" template for nominations.
- In the August board meeting we will also vote on officers: board chair, vice chair, secretary and treasurer, nominations can happen verbally during the meeting.

**C. Pre-Conference LKES**

- Year over year measurement and evaluation system for head of school
- Compliance process and evaluative

- Emily and Nicole will lead this process
- Jasmine also volunteered to complete the training and support the LKES process.
- Dr. Pinto Taylor has begun the goal setting process.

#### **D. Item for Information: New Committee Structures**

- Committee Restructuring Recommendation: Governance Committee, Academic Committee, and Finance Committee
- Dissolve the Operations and Community Engagement Committee and ensure the work is completed through the other committees or future structures (i.e. a PTA or "Friends of The Anchor School)
- Archive the 2022 Bylaws from the Board documents (the public portal reflects the most up to date bylaws).

#### **E. Item for Information: Review By-Laws**

- We will add reviewing the by-laws to a future board meeting.
- Jasmine has a non-urgent item for bylaws.

### **III. Other Business**

#### **A. Start SCSC Monitoring Reporting**

- On August 19, Dr. Pinto Taylor will be attending a SCSC Monitoring meeting/training.
- There will be board actions throughout the year for SCSC Monitoring and Report.
- Dr. Pinto Taylor will notify the board throughout the year of action items we need to complete or support.

#### **B. Board Handbook Reshare**

### **IV. 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 8:59 PM.

Respectfully Submitted,

V. Thompson

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:59 PM.

Respectfully Submitted,

E. Desprez Isbell

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### Documents used during the meeting

- The Anchor School \_ Board Succession Plan (SY24-25).xlsx
- 2024-2025 LKES Credentialed Evaluator Review-1.pdf
- Board Structure Proposal (SY24-25).pdf
- Anchor\_Schools\_Bylaws\_2022\_-\_signed (3).pdf

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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.*