



The Anchor School

Minutes

Governance Committee Meeting

Agenda posted by: March 26

Date and Time

Wednesday April 2, 2025 at 8:00 PM

Location

Virtual

Committee Members Present

A. Pressey (remote), C. Humphrey (remote), N. LeBlanc (remote)

Committee Members Absent

J. Burton

Guests Present

G. Stevens (remote), J. Pinto Taylor (remote), M. Felts (remote)

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 Apr 2, 2025 at 8:07 PM.

C.

Approve Minutes

N. LeBlanc made a motion to approve the minutes from Governance Committee Meeting on 03-05-25.

A. Pressey seconded the motion.

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

II. Governance

A. FY25 Personnel Contracts

- Offer letters and signing process in progress
 - Assume a certain salary band for all new positions (considers level of education)
- Board can consider creating policy or procedure to our offer letter/signing process
 - Ex: Creating a board policy to require yearly HR review of offer letter language

B. Vendor Reviews (Furniture, Transportation, Janitorial, Food Service)

- Dr. PT will share mid-year vendor reports
- Include vendor reviews in next TAS BOD meeting in April/May

C. Governance Training Check-In

- Every board member has completed required board training
- Next steps: Every board member must watch 2 SCSC required training videos (2 hours) async by June 30th
- Amber will create training requirements document for board members
- Amber will add verification documents from Nicole into Board on Track folders for individual board members

D. Board Succession Planning

- All board members need to submit prospective members by April 27th
- Proposing mixer on May 8th
- Nicole will review our recruitment deck up
- Amber and Nicole will sync to plan the mixer

E. HS Readiness/Governance Criteria

In the next 12-18 months for Operations team:

- Proposing adding an unpaid intern for the Operations teams
- Once we add HS we will need to expand Operations from 2 to 3 team members

Facilities:

- Current projections for 6 year growth for 760 students will meet the standard, which is approx. 66 sq. ft. per student
- \$500K set aside to renovate the space over the next 5 year, at \$100k per year.
- 5 new classrooms will be ready by end of July

Enrollment:

- Skipping, will update in May

Sports:

- Renewal offer with PE teacher to be our athletics director
- Received YMCA verbal commitment
- Nicole & Josh will work on solidifying the partnership with the YMCA long term

HS Readiness:

- Nicole will connect with Jasmine on how the PTO feels about the current facilities and overall experience at TAS
- Committee add notes to Governance Committee Criteria to take to Dr. PT so we can evaluate during spring retreat

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 9:28 PM.

Respectfully Submitted,
A. Pressey

Documents used during the meeting

- Succession Planning Timeline (2025).pdf
 - Governance Committee: HS Readiness.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.*