



ATLANTA NEIGHBORHOOD CHARTER SCHOOL

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Atlanta Neighborhood Charter School

Governance Committee Meeting

Date and Time

Wednesday October 13, 2021 at 6:30 PM EDT

In accordance with Georgia's open meetings requirements, notice of this meeting has been posted at both campuses and on the ANCS website.

Agenda

I. Opening Items

- A. Record Attendance
- B. Call the Meeting to Order
- C. Approve Minutes

Approve minutes for Governance Committee Meeting on September 8, 2021

II. Board Governance

- A. Discuss Policy Revisions for Section 5 - Personnel Policies
- B. Processes for the Board's Shared Drive, Transitions, and Confidential Documents

The Committee will discuss access levels and the responsible parties for the following items:

1. Shared Drive
2. Board Member Transitions
3. Onboarding

4. Confidential Document Storage

C. Governance Task Forces/Subcommittees

Finalize members for the Nominations Task Force and Executive Director Evaluation Task Force.

D. Board Job/Committee Descriptions Project Update

III. Other Business

IV. Closing Items

A. Adjourn Meeting

Coversheet

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by: Rhonda Collins
Related Material: Minutes for Governance Committee Meeting on September 8, 2021

APPROVED



ATLANTA NEIGHBORHOOD CHARTER SCHOOL

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Minutes

Governance Committee Meeting

Date and Time

Wednesday September 8, 2021 at 6:30 PM

In accordance with Georgia's open meetings requirements, notice of this meeting has been posted at both campuses and on the ANCS website.

Committee Members Present

Ben Sutton (remote), Kristen Frenzel (remote), Kristi Malloy (remote), Lee Kynes (remote), Rhonda Collins (remote), Sterling Thomas (remote)

Committee Members Absent

None

Guests Present

Chuck Meadows (remote), Paige Teusink (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Rhonda Collins called a meeting of the Governance Committee of Atlanta Neighborhood Charter School to order on Wednesday Sep 8, 2021 at 6:31 PM.

C. Approve Minutes

Ben Sutton made a motion to approve the minutes from Governance Committee Meeting on 06-09-21.

Kristen Frenzel seconded the motion.

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

II. Board Governance

A. Committee Membership/Introductions/Meeting Schedule

The Governance Committee agreed to continue meeting on the second Wednesday of the month at 6:30pm.

B. Committee Goals School Year 2021-2022

The Governance Committee discussed operational and aspirational goals for the school year.

C. Vote on Policy Revisions for 3.1 Buildings and Grounds

Kristen Frenzel made a motion to Approve the 3.1 Buildings and Grounds policy revisions on condition that the Governance Chair confirm all title changes within the policies and obtain feedback from the Finance and Operations Chair regarding policy 3.1.4.

Kristi Malloy seconded the motion.

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

D. Policy Review Procedure

The Governance Committee and Paige Teusink discussed the process for posting ANCS's policies to the website.

E. Board Job Descriptions

Rhonda Collins and Kristi Malloy volunteered to draft general job descriptions for the Board officer roles and for committee chairs.

F. Governance Task Forces/Subcommittees

The Governance Committee discussed the Nominations Task Force and the Executive Director Evaluation subcommittee.

III. Closing Items

A. Adjourn Meeting

Kristi Malloy made a motion to adjourn the meeting.

Kristen Frenzel seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:41 PM.

Respectfully Submitted,
Rhonda Collins