



**ATLANTA NEIGHBORHOOD  
CHARTER SCHOOL**  
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# Atlanta Neighborhood Charter School

## Governance Committee Meeting

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### Date and Time

Wednesday January 12, 2022 at 6:30 PM EST

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

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### Agenda

#### I. Opening Items

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

Approve minutes for Governance Committee Meeting on December 8, 2021

#### II. Board Governance

- A. Committee Goals Progress Update  
Discuss updates related to the Governance Committee's goals.
- B. Georgia General Assembly Opening  
Briefly discuss the opening of Georgia's General Assembly.
- C. Discuss Policy Revisions for Section 5 - Personnel Policies

**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 December 8, 2021

APPROVED



**ATLANTA NEIGHBORHOOD  
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## Atlanta Neighborhood Charter School

### Minutes

#### Governance Committee Meeting

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##### **Date and Time**

Wednesday December 8, 2021 at 6:30 PM

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

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##### **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*

##### **Committee Members who left before the meeting adjourned**

Lee Kynes

##### **Guests Present**

Chuck Meadows (remote), Jacquoia Rockmore (remote), Ruth Link-Gelles (remote), Taria Johnson (remote)

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#### **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 Dec 8, 2021 at 6:32 PM.

### **C. Approve Minutes**

Kristen Frenzel made a motion to approve the minutes from Governance Committee Meeting on 11-10-21.

Lee Kynes seconded the motion.

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

## **II. Board Governance**

### **A. Executive Director Evaluation Update**

Rhonda Collins updated the Committee regarding the number of evaluation responses received to date. Rhonda reminded all Committee members to respond to the evaluation survey if they have not already. The Evaluation Subcommittee will review the results and provide a summary to Chuck and the full Board in early January 2022.

### **B. Nominations Task Force Policy Revision**

The Committee discussed that the Nominations Task Force policy will be revised with respect to the composition of the members for the Task Force. The draft, revised policy will be presented to the full board for a vote at the December 16 meeting.

### **C. ANCS 2021-2022 SY Lottery**

The Committee discussed that the lottery process will be coming up at the beginning of 2022. The Committee also discussed that while the Educational Excellence committee oversees the lottery process, the Governance Committee will be involved with drafting any new policy that may be needed to govern the process. The Committee discussed that there may be a need for a special called meeting around the time of the lottery in order for the Board to approve any necessary policies.

### **D. Attendance Policy**

Chuck Meadows provided some context regarding the revisions proposed by ANCS's guidance counselors. The Committee will review and discuss this policy at a future meeting.

### **E. Discuss Policy Revisions for Section 5 - Personnel Policies**

The Committee continued its discussion and revision of the Section 5 policies.

Specifically, the Committee reviewed Sections 5.15 to 5.19.

Lee Kynes left at 7:01 PM.

## **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 8:04 PM.

Respectfully Submitted,  
Rhonda Collins

# Coversheet

## Committee Goals Progress Update

**Section:** II. Board Governance  
**Item:** A. Committee Goals Progress Update  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** 2021 - 2022 Governance Committee Goals.pdf

## **Operational Goals:**

1. **Conduct Executive Director Evaluations (Mid-year (November/December) and Annual (April))**
  - *Recruit and establish Executive Director Evaluation Subcommittee - Complete*
  - *Review ED goals and develop evaluation questions - Complete*
  - *Send survey questions to stakeholders - Complete for mid-year/ Annual (pending)*
  - *Conduct ED evaluation discussions - Pending*
2. **Recruit and Appoint New Board Members (November – March)**
  - *Establish the Nominations Task Force - Complete*
  - *Determine recruitment strategy*
    - *Complete a Board Skills Assessment - Complete*
    - *Update application materials - Complete*
    - *Initiate recruiting*
    - *Review applications & conduct interviews*
    - *Select new members*
    - *Full Board vote on new members*
3. **Review Executive Director Contract (Expires May 31, 2022)**

## **Aspirational Goals:**

1. *Create Board Job Descriptions – Complete (see Descriptions at: [https://drive.google.com/drive/folders/100DyEF6mxb\\_w1ueMkyp7Jkdg8KgUE98F?usp=sharing](https://drive.google.com/drive/folders/100DyEF6mxb_w1ueMkyp7Jkdg8KgUE98F?usp=sharing) )*
2. *Complete Comprehensive Policy Review (Sections 4 and Sections 5) - Pending*
3. *Assist the Leadership Team with the Strategic Plan - Pending*
4. *Refine Process for Onboarding of New Members - Pending*