

APPROVED



## ATLANTA NEIGHBORHOOD CHARTER SCHOOL

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# Atlanta Neighborhood Charter School

## Minutes

### Governance Committee Meeting

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#### Date and Time

Wednesday November 10, 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

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

#### Committee Members Absent

Ben Sutton

#### Guests Present

Chuck Meadows (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 Nov 10, 2021 at 6:34 PM.

#### C. Approve Minutes

Kristi Malloy made a motion to approve the minutes from Governance Committee Meeting on 10-13-21.

Lee Kynes seconded the motion.

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

## **II. Board Governance**

### **A. Executive Director Evaluation Subcommittee Process 2021-2022**

The Committee discussed the evaluation process for the Executive Director. The Executive Director Evaluation Subcommittee will meet over the next two weeks to develop questions for the mid-year evaluation. The evaluation questions will be aligned with the Executive Director's goals for the 2021-2022 school year.

### **B. Nominations Task Force**

The Committee discussed the Nominations Task Force. Specifically, Rhonda Collins updated the Committee that Angela Christie has volunteered to Chair the Task Force. Rhonda Collins also urged the Committee to begin talking to individuals in their networks about applying to the ANCS Board.

The Committee also discussed whether the Nominations Task Force should have a representative from the school as a member. The Committee agreed that a school representative should be present at the meet-and-greet for prospective Board members and available to answer questions about ANCS during the recruitment process, if needed. The school representative will not participate in the interviews for prospective Board members.

The Committee also discussed that the Nominations Task Force should review the Nominations policy to make sure that it aligns with the current process.

### **C. Board Job/Committee Descriptions Project Update**

The Board Job/Committee Descriptions are currently under review by each committee chair. The Committee discussed that the descriptions do not need to be voted upon. The descriptions will be used by the Nominations Committee and the Board to document the duties of committees and the committee chairs. Kristen Frenzel suggested that the descriptions of the ANCS committees on the school's website be reviewed for consistency with the newly drafted descriptions.

### **D. Attendance Policy Revisions**

The Committee discussed that the proposed policy revisions for the attendance policy are not shown in redline on the document. The Committee tabled the review of the attendance policy until the December meeting to ask the school representatives who are proposing the changes to attend the meeting to discuss the changes.

### **E.**

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

The Committee continued its review and discussion of the personnel policies.

### **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 7:36 PM.

Respectfully Submitted,  
Rhonda Collins