



# Wesley International Academy

## Governance Committee Meeting

**Date and Time**

Thursday December 7, 2017 at 4:15 PM EST

**Location**

314 Kelly St., SE, Atlanta, GA

**Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:15 PM</b>
Opening Items			
<b>A. Record Attendance and Guests</b>		Tom Tidwell	3 m
<b>B. Call the Meeting to Order</b>		Tom Tidwell	1 m
<b>C. Approve November Minutes</b>	Approve Minutes	Tom Tidwell	3 m
<b>D. Re-Approve Minutes: June 2017</b>	Approve Minutes	Mazie Lynn Causey	2 m
• Previously approved minutes not reflecting approval in Board on Track - need to re-approve them to get minutes updated and published to the portal properly			
<b>E. Re-Approve: July 2017 Minutes</b>	Approve Minutes	Mazie Lynn Causey	2 m
• Previously approved minutes not reflecting approval in Board on Track - need to re-approve them to get minutes updated and published to the portal properly			

	Purpose	Presenter	Time
F. Re-Approve August 2017 Minutes	Approve Minutes	Mazie Lynn Causey	2 m

- Previously approved minutes not reflecting approval in Board on Track - need to re-approve them to get minutes updated and published to the portal properly

## II. Governance

4:28 PM

### Governance

A. Policy Roundup Taskforce Update	Discuss	Tom Tidwell	5 m
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- Taskforce
  - Jan Hansen
  - Tom Tidwell
  - Donald Mason
  - Donica Johnson
  - David Mitchum
  - Lea Durdin
- Roadmap:
  - Nov 2: deadline for gatherings existing policy documents and setting out a written plan of action for the task force work - **Deadline missed - need to review and reset expectations - may help to use some meeting time to coordinate scheduling of the necessary meetings**
  - Feb 1: present draft policy documents to governance committee
  - Mar 1: governance committee review and approval
  - April: present to entire Board

B. Committee Goals for 2017-18 - Accountability Check-In	Discuss	Mazie Lynn Causey	5 m
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- Policy Roundup Taskforce
  - Board Policies, including need for document retention policy (Tom and Jan)
  - Parent and Staff Handbooks (Mazie Lynn and Jan)
- Board ByLaws Update (Mazie Lynn and Tom)
- Board Recruitment & On-Boarding Plan (Tom and Elisa)
- Follow up on creation of measurable goals for the entire Board [began at August 2017 Training]

C. Weighted Lottery Update	Discuss	Tom Tidwell	7 m
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### Discuss process of weighted lottery

- gather information from other schools (Drew, ACNS) on how they do it
- need historical demographic data from Wesley for past 3 years (Jason Marshall and Dana Roberts are working on this)
- need 40-day FTE info in October
- what is process after data is collected?

	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
<b>D. Secondary Legal Counsel Identification</b>	Discuss	Mazie Lynn Causey	5 m

- Follow up with Jason Marshall about identifying secondary legal counsel
  - Recommendations previously provided to Jason Marshall to interview/vet
- Need to finalize for presentation to be Board in January 2018

<b>E. Charter Renewal Update</b>	Discuss	Mazie Lynn Causey	5 m
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- Response to APS Request for Clarification provided to APS 11/3/2017
- Confirm the timeline for APS review and GaDOE review
  - APS will have another 90d (from November 1) - means anticipating Board action in either December 2017 or January 2018
  - GaDOE has no statutory or regulatory timeline

<b>F. Board Recruitment and On-Boarding</b>	Discuss	Tom Tidwell	10 m
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- Leadership on documenting the related processes: Tom Tidwell and Elisa Buckner
- Known need: 1 member's final term expires June 30, 2018 (skills: HR, projects, facilities, etc.)
- Timeline for finalizing and document related processes needs to be determined at this meeting

### **III. Other Business**

### **IV. Closing Items**

**5:05 PM**

<b>A. Adjourn Meeting</b>	Discuss	Tom Tidwell	1 m
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