



# Wesley International Academy

## Governance Committee Meeting

### Date and Time

Thursday February 1, 2018 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>
<b>A.</b> Record Attendance and Guests		Tom Tidwell	3 m
<b>B.</b> Call the Meeting to Order		Tom Tidwell	1 m
<b>C.</b> Approve January Minutes	Approve Minutes	Tom Tidwell	3 m
Approve minutes for Governance Committee Meeting on January 11, 2018			
<b>II. Governance</b>			<b>4:22 PM</b>
<b>A.</b> Policy Roundup Taskforce Update	Discuss	Tom Tidwell	5 m
<ul style="list-style-type: none"> <li>• Taskforce               <ul style="list-style-type: none"> <li>• Jan Hansen - faculty</li> <li>• Tom Tidwell</li> <li>• Donald Mason</li> <li>• Donica Johnson</li> <li>• David Mitchum - academics</li> <li>• Lea Durdin</li> <li>• Beth Gay - faculty</li> </ul> </li> <li>• <b>Next Meeting:</b></li> <li>• Roadmap: <b>Need to update timelines based on recent meeting</b> <ul style="list-style-type: none"> <li>• Feb 1: present draft policy documents to governance committee</li> <li>• Mar 1: governance committee review and approval</li> <li>• April: present to entire Board</li> </ul> </li> <li>• ByLaws Update - Tom/Mazie Lynn               <ul style="list-style-type: none"> <li>• Pending Action Items: <b>need to assign and set February deadlines</b> <ul style="list-style-type: none"> <li>• Review relevant sections with Chip &amp; Lisa</li> <li>• Compare ED section to ED job description &amp; contract</li> <li>• Compare Director Agreement document to revised Bylaws</li> <li>• Compare Officer job descriptions to revised Bylaws</li> </ul> </li> <li>• Anticipated Timeline: <b>slipping</b> <ul style="list-style-type: none"> <li>• Present to Governance Committee in February</li> <li>• 1st Read to the Board in February upon Governance approval</li> </ul> </li> </ul> </li> </ul>			

- 2nd Read/Vote by Board in March

<b>B. Committee Goals for 2017-18 - Accountability Check-In</b>	Discuss	Mazie Lynn Causey	5 m
<ul style="list-style-type: none"> <li>• Policy Roundup Taskforce           <ul style="list-style-type: none"> <li>• Board Policies, including need for document retention policy (Tom and Jan)</li> <li>• Parent and Staff Handbooks (Mazie Lynn and Jan)</li> </ul> </li> <li>• Board ByLaws Update (Mazie Lynn and Tom)</li> <li>• Board Recruitment &amp; On-Boarding Plan (Tom and Elisa)</li> <li>• Follow up on creation of measurable goals for the entire Board [began at August 2017 Training continued at January 2018 Training]</li> </ul>			

<b>C. Weighted Lottery Update</b>	Discuss	Tom Tidwell	7 m
Discuss process of weighted lottery - <b>Need info before February 9 GaDOE Meeting</b>			

- Gather information from other schools (Drew, ACNS) on how they do it - **who is accountable for this effort?**
- Need historical demographic data from Wesley for past 3 years (Jason Marshall and Dana Roberts are working on this) - **Still waiting on this information - need to set deadline**
- Need 40-day FTE info in October - **Still waiting on this data - need to assign someone to follow up**
- What is process after data is collected?

<b>D. Secondary Legal Counsel Identification</b>	Discuss	Mazie Lynn Causey	5 m
<ul style="list-style-type: none"> <li>• Follow up with Jason Marshall about identifying secondary legal counsel           <ul style="list-style-type: none"> <li>• Recommendations previously provided to Jason Marshall to interview/vet</li> </ul> </li> <li>• Need to finalize for presentation to Board in February 2018</li> </ul>			

<b>E. Charter Renewal Update</b>	Discuss	Mazie Lynn Causey	5 m
<ul style="list-style-type: none"> <li>• GaDOE Interview set for February 9, 2018</li> <li>• Anticipate GaDOE decision at their March Board meeting</li> </ul>			

<b>F. Board Recruitment and On-Boarding</b>	Discuss	Tom Tidwell	10 m
<ul style="list-style-type: none"> <li>• Leadership on documenting the related processes: Tom Tidwell and Elisa Buckner</li> <li>• Known needs:           <ul style="list-style-type: none"> <li>• 1 member's final term expires June 30, 2018 (skills: HR, projects, facilities, etc.)</li> <li>• 1 member not returning for term that expires June 30, 2020</li> <li>• Terms to be filled: 1y term for 2018-19 and 2y term for 2018-2020 in order to balance the classes</li> </ul> </li> <li>• Timeline for finalizing and document related processes needs to be determined at February Governance Meeting</li> </ul>			

### III. Other Business

### IV. Closing Items 4:59 PM

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