



Wesley International Academy

Governance Committee Meeting

Date and Time

Thursday May 3, 2018 at 4:15 PM EDT

Location

314 Kelly St., SE, Atlanta, GA

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:15 PM
Opening Items			
A. Record Attendance and Guests		Tom Tidwell	3 m
B. Call the Meeting to Order		Tom Tidwell	1 m
C. Approve April Minutes	Approve Minutes	Tom Tidwell	3 m
 II. Governance			 4:22 PM
Governance			
A. Policy Roundup Taskforce Update	Discuss	Tom Tidwell	15 m
• Taskforce			
◦ Jan Hansen - faculty			
◦ Tom Tidwell			
◦ Donald Mason			
◦ Donica Johnson			
◦ David Mitchum - academics			
◦ Lea Durdin			
◦ Beth Gay - faculty			
• Next Meeting: TBD			
• Roadmap:			

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<ul style="list-style-type: none"> ◦ March 1: Draft of final policy changes, bylaws and document retention policy will be submitted to Governance Committee for review ◦ April 5: Final approval by Governance Committee ◦ April 17: Board meeting - present first reader to entire Board ◦ May 3: Any additional, necessary review by Governance Committee ◦ May 15: Board meeting - final vote on policy changes, bylaws, and document retention policy <ul style="list-style-type: none"> • ByLaws Update - Tom/Mazie Lynn <ul style="list-style-type: none"> ◦ Pending Action Items: <ul style="list-style-type: none"> ▪ Review relevant sections with Chip & Lisa - Tom ▪ Compare ED section to ED job description & contract - Mazie Lynn ▪ Compare Director Agreement document to revised Bylaws - Tom ▪ Compare Officer job descriptions to revised Bylaws - Mazie Lynn ◦ Anticipated Timeline: delayed - Need to finalize first reader version and establish timeline for for presentation to Board • Document Retention Policy - Thomas <ul style="list-style-type: none"> ◦ Pending Action Items: <ul style="list-style-type: none"> ▪ Review relevant details with administration ▪ Craft related Disaster Recovery Policy ◦ Anticipated Timeline: same as above, but may be impacted by need to coordinate with Finance Committee ◦ Need to finalize first reader version and establish timeline for for presentation to Board 			
<p>B. PYP Student/Family Handbook: Finalize Recommendation for Board</p>	Vote	Jan Hansen	3 m
<ul style="list-style-type: none"> • Determine final version of the PYP Student/Family Handbook for Board Approval • Board vote anticipated at May 2018 meeting 			
<p>C. MYP Student/Family Handbook: Finalize Recommendation for Board</p>	Vote	Jan Hansen	3 m
<ul style="list-style-type: none"> • Determine final version of the MYP Student/Family Handbook for Board Approval • Board vote anticipated at May 2018 meeting 			
<p>D. Faculty Handbook: Finalize Recommendation for Board</p>	Vote	Jan Hansen	3 m
<ul style="list-style-type: none"> • Determine final version of the Faculty Handbook for Board Approval • Board vote anticipated at May 2018 meeting 			
<p>E. Charter Renewal Update</p>	Discuss	Mazie Lynn Causey	5 m
<ul style="list-style-type: none"> • GaDOE decision made at their May Committee & Board meetings (May 2 & 3, 2018) • Status of APS contract addendum regarding annual per pupil funding 			
<p>F. Board Recruitment and On-Boarding</p>	Vote	Tom Tidwell	10 m
<ul style="list-style-type: none"> • Update on Candidate selection process <ul style="list-style-type: none"> ◦ Interview Panel: Tom Tidwell, Katie Delp, Jan Hansen, Kate Boyer, Ewa Carter 			

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<ul style="list-style-type: none"> • Vote on final slate for presentation to the entire board at May 2018 meeting • Returning board members to be included on slate: <ul style="list-style-type: none"> ◦ Mazie Lynn Causey (beginning 1st full 3-year term) ◦ Katie Delp (beginning 2nd full 3-year term) ◦ Darryl Holloman (beginning 2nd full 3-year term) ◦ Tom Tidwell (beginning 2nd full 3-year term) 			
G. Establish Training Schedule for BOT-Related Training	Discuss	Mazie Lynn Causey	10 m
<ul style="list-style-type: none"> • Short-term: OKRs Training • Long-term: annual overview training to include new members 			
H. Committee Goals for 2017-18 - Accountability Check-In	Discuss	Mazie Lynn Causey	5 m
<ul style="list-style-type: none"> • Policy Roundup Taskforce <ul style="list-style-type: none"> ◦ 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 Mazie Lynn) • Follow up on creation of measurable goals for the entire Board 			
III. Executive Session			5:16 PM
A. Personnel Matter	Vote	Mazie Lynn Causey	10 m
IV. Other Business			
V. Closing Items			5:26 PM
A. Adjourn Meeting	Discuss	Tom Tidwell	1 m