



# Wesley International Academy

## Governance Committee Meeting

**Date and Time**

Thursday January 11, 2018 at 4:15 PM EST

**Location**

Kelly St. House - 314 Kelly St.

**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 December Minutes</b>	Approve Minutes	Tom Tidwell	3 m
 <b>II. Governance</b>			 <b>4:22 PM</b>
Governance			
<b>A. Policy Roundup Taskforce Update</b>	Discuss	Tom Tidwell	5 m
• Taskforce			
◦ Jan Hansen			
◦ Tom Tidwell			
◦ Donald Mason			
◦ Donica Johnson			
◦ David Mitchum			
◦ Lea Durdin			
• <b>Next Meeting:</b> Tuesday, January 16, 2018, 4:30p - 5:30p			
• Roadmap: <b>Need to update timelines based on recent meeting</b>			
◦ Feb 1: present draft policy documents to governance committee			

	Purpose	Presenter	Time
	<ul style="list-style-type: none"> <li>◦ Mar 1: governance committee review and approval</li> <li>◦ April: present to entire Board</li> </ul>		
<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 <ul style="list-style-type: none"> <li>• Gather information from other schools (Drew, ACNS) on how they do it - <b>who is accountable for this effort?</b></li> <li>• need historical demographic data from Wesley for past 3 years (Jason Marshall and Dana Roberts are working on this) - <b>Still waiting on this information - need to set deadline</b></li> <li>• need 40-day FTE info in October - <b>Still waiting on this data - need to assign someone to follow up</b></li> <li>• what is process after data is collected?</li> </ul>		
<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 January 2018</li> </ul>		
<b>E. Charter Renewal Update</b>	Discuss	Mazie Lynn Causey	5 m
	<ul style="list-style-type: none"> <li>• Application due to GaDOE by January 6, 2018</li> <li>• Mazie Lynn Causey partnering with Donica Johnson to complete application for submission</li> <li>• Anticipate GaDOE decision after their April Board meeting</li> <li>• Source and Scope Surprise</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> </ul> </li> </ul>		

- |   | Purpose | Presenter | Time |
|---|---------|-----------|------|
| ◦ Terms to be filled: 1y term for 2018-19 and 2y term for 2018-2020 in order to balance the classes |         |           |      |
| • Timeline for finalizing and document related processes needs to be determined at this meeting     |         |           |      |

**III. Other Business**

**IV. Closing Items**

**4:59 PM**

A. Adjourn Meeting

Discuss

Tom  
Tidwell

1 m