



# Wesley International Academy

## Governance Committee Meeting

### Date and Time

Monday September 17, 2018 at 4:30 PM EDT

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:30 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 August Minutes	Approve Minutes	Tom Tidwell	3 m
Approve minutes for Governance Committee Meeting on August 20, 2018			
<b>II. Governance</b>			<b>4:37 PM</b>
<b>A.</b> Policy Roundup Taskforce Update	Discuss	Tom Tidwell	10 m
<ul style="list-style-type: none"> <li>• Taskforce               <ul style="list-style-type: none"> <li>• Additional policies to be considered (e.g., cell phones, staff children attendance, etc.)</li> </ul> </li> <li>• ByLaws Update - Tom/Mazie Lynn               <ul style="list-style-type: none"> <li>• Pending Action Items:                   <ul style="list-style-type: none"> <li>• Review relevant sections with Chip &amp; Lisa - Tom - complete</li> <li>• Compare ED section to ED job description &amp; contract - Mazie Lynn - complete</li> <li>• Compare Director Agreement document to revised Bylaws - Tom</li> <li>• Compare Officer job descriptions to revised Bylaws - Mazie Lynn - complete</li> </ul> </li> <li>• Anticipated Timeline: Finalize first reader version and for presentation to Board in October</li> </ul> </li> <li>• Document Retention Policy - Thomas               <ul style="list-style-type: none"> <li>• Pending Action Items:                   <ul style="list-style-type: none"> <li>• Review relevant details with administration</li> <li>• Craft related Disaster Recovery Policy</li> </ul> </li> <li>• Anticipated Timeline: Finalize first reader version and for presentation to Board in October</li> </ul> </li> <li>• Board Policy and Staff Handbook               <ul style="list-style-type: none"> <li>• review and consolidate</li> <li>• Anticipated Timeline: Finalize first reader version and for presentation to Board in October</li> </ul> </li> </ul>			
<b>B.</b> New Board Member On-Boarding	Discuss	Tom Tidwell	7 m
<ul style="list-style-type: none"> <li>• Update and revise Onboarding checklist (see attached)</li> </ul>			
<b>C.</b> Establish Committee Goals for 2018-19 school year	Discuss	Tom Tidwell	5 m

- Policy Roundup Taskforce
  - update and consolidate Board Policy and Staff Handbook
  - update Board ByLaws Update
  - create Document Retention policy
- Board Recruitment & On-Boarding Plan
- Schedule for ED evaluations
- Follow up on creation of measurable goals for the entire Board - self-created Dashboard v. APS data v. some other method

**III. Board Recruitment**

**IV. Lottery - (1) marketing plan; and (2) APS global lottery**

**V. Closing Items**

**4:59 PM**

A. Adjourn Meeting	Discuss	Tom Tidwell	1 m
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**VI. Other Business**