APPROVED

Wesley International Academy

Minutes

Governance Committee Meeting

Date and Time
Thursday July 13, 2017 at 4:00 PM

Location
314 Kelly St., SE, Atlanta, GA

Committee Members Present
E. Buckner, J. Hansen, M. Guertin, T. Tidwell

Committee Members Absent
None

Ex Officio Members Present
J. Marshall

Guests Present
B. Gay

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

T. Tidwell called a meeting of the Governance Committee of Wesley International Academy to order on Thursday Jul 13, 2017 at 4:15 PM.

C. Approve Minutes

T. Tidwell made a motion to approve minutes.
M. Guertin seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

M. Guertin	Aye
J. Hansen	Aye
E. Buckner	Aye
T. Tidwell	Aye
J. Marshall	Absent
B. Gay	Aye

II. Governance

A. Review Conflict of Interest Policy

E. Buckner made a motion to Recommend the proposed, modified Conflict of Interest Policy to the Board for Approval.
T. Tidwell seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

J. Marshall	Abstain
E. Buckner	Aye
M. Guertin	Aye
B. Gay	Aye
T. Tidwell	Aye
J. Hansen	Aye

B. Non-Profit Legal Counsel Finalization

- Jason Marsahll confirmed that non-profit work previously handled by Nicole Dandridge in Florida will be handled by Burr & Forman and/or McGuire Wood.
- Jason Marshall will ensure we receive a full copy of our file from Dandridge
- Our account with Dandridge is up to date

C. Handbook Revisions Update

- Mazie Lynn to alert school administration that 5p 7/14/17 is the final editing deadline
- Mazie Lynn to provide to the Board as the whole at 5p on 7/14/17 as recommended for approval
- Governance Committee will review and recommend to the Board on July 18 that these final documents be approved for 2017-18

- Governance Committee will set goal to gather, review, and finalize all school policies during Fall Semester of 2017-18
- Discussion of Critical Days allowances for possible reasons other than medical and bereavement as stated in the staff handbook - feedback offered to make paragraphs 3 and 4 under "Attendance" more consistently worded

D. Governance Training Update

- Portion of training will include charter interview preparation

E. Charter Renewal Update

- Board will receive new application charter materials at least two weeks ahead of August training
- We will alert the Board that we will offer GaDOE the following options for interviews: 1st (10a) and 3rd (4:30p) Wednesdays in Nov, Dec, & Jan
- New Renewal Memo Issued June 20, 2017

F. Quarterly ED Evaluation Update [Executive Session]

- Suggestion from the committee is to have ED Goals set by Board meeting on September 20, 2017
- Goals will be generated by: Charter Agreement, LKES, and WIA Strategic Plan
- Evaluation timeline for LKES includes a Formative Conference in January 2018 and Summative Conference by May 15, 2017
- If other goals appear necessary, they can be recommended
- Single Gender Decision Process that is due to be completed by October 31, 2017 also needs to be tracked

III. Closing Items

A. Adjourn Meeting

T. Tidwell made a motion to adjourn the meeting.
M. Guertin seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

B. Gay	Absent
J. Marshall	Aye
J. Hansen	Aye
T. Tidwell	Aye
M. Guertin	Aye
E. Buckner	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:24 PM.

Respectfully Submitted,
M. Guertin