APPROVED

Wesley International Academy

Minutes

September Board Meeting

Date and Time
Tuesday September 1, 2020 at 6:00 PM

Location
Join Zoom Meeting
https://us02web.zoom.us/j/7229250184?pwd=cit6a0U2VEYvaWpPODB5VkVCZlVrZz09

Meeting ID: 722 925 0184
Passcode: WIAevent

One tap mobile
+16465588656,,7229250184#,,,,,,0#,,040710# US (New York)
+13017158592,,7229250184#,,,,,,0#,,040710# US (Germantown)
Dial by your location
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- +1 346 248 7799 US (Houston)

Meeting ID: 722 925 0184
Passcode: 040710

The August 2020 meeting of the WIA Board of Directors **will take place virtually** on Tuesday, August 4, 2020 beginning at 6:00pm via **Zoom**.

Stakeholders can log in to the meeting at
https://us02web.zoom.us/j/7229250184 ?pwd=cit6a0U2VEYvaWpPODB5VkVCZlVrZz09

Meeting ID: 722 925 0184
UPDATED Password: Datawise

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+1 346 248 7799 US (Houston)
Meeting ID: 722 925 0184
Password: 040710
Find your local number: https://us02web.zoom.us/u/keo39iM7BM

Directors Present
A. Hunter, B. Mitchell (remote), C. Hill (remote), D. Hrabe (remote), E. Cater (remote), F. Carroll (remote), J. Hansen (remote), J. Wright (remote), K. Delp (remote), M. Guertin (remote), M. Rogers (remote), T. Ryan-Lawrence (remote), T. Tidwell (remote)

Directors Absent
None

Directors who arrived after the meeting opened
A. Hunter, J. Wright

Guests Present
C. Wyatt (remote), Deborah Saterfield (remote), L. Price (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

E. Cater called a meeting of the board of directors of Wesley International Academy to order on Tuesday Sep 1, 2020 at 6:14 PM.

C. Agenda Adoption

T. Tidwell made a motion to adopt.
D. Hrabe seconded the motion.
The board **VOTED** to approve the motion.

D. Approve August Board Meeting Minutes

B. Mitchell made a motion to approve the minutes from August Board Meeting on 08-04-20.
T. Tidwell seconded the motion.
The board **VOTED** to approve the motion.

II. Executive Director Updates

A. General Update

Enrollment Update
800 students as of this week.

Thankful to parents for their participation and hard work.
Discussions with teachers and counselors on how we could support the students.

Excited about the work and excited to get back into the building.

III. Board Chair Updates

A. 2020-2021 Board Committee Membership

Academic Committee Members
• Jan Hansen, Chair and Board Member
• Rachel Goodman, Vice Chair and Staff
• Alastair Pullen, Staff
• Debbie Satterfield, Staff
• Donald Mason, Staff
• Jason Marshall, Staff
• John Wright, Board Member
• Richard Pavone, Staf

Development Committee Members
• Kate Boyer, Chair and Parent
• Laura Compton, Vice Chair and Staff •
• Ewa Cater, Board Secretary
• Katie Delp, Board Member
• Malikah Rogers, Board Member
• Anthony Chung, Staff

• Glynna Walker, Staff
• Jason Marshall, Staff
• Lisa Price, Staff
• Sarah Quezada, Staff
• Sharene Smith, Staff

Finance Committee Members
• Chip Hill, Chair and Board Member
• Lisa Price, Vice Chair and Staff
• Brian Mitchell, Board Treasurer
• Ewa Cater, Board Secretary • Tom Tidwell, Board Member • Jason Marshall, Staff

Governance Committee Members
• Douglas Hrabe, Chair and Board Vice Chair
• Donica Johnson, Vice Chair and Staff
• Ewa Cater, Board Secretary
• Fran Carroll, Board Member
• Jan Hansen, Board Member
• Mazie Lynn Causey, Board Member
• Thomas Ryan-Lawrence, Board Chair
• Tom Tidwell, Board Member
• Alastair Pullen Staff
• Debbie Satterfield, Staff
• Donald Mason, Staff
• Jason Marshall, Staff
• Lisa Price, Staff
• Rachel Goodman, Staff

C. Hill made a motion to approve committee members.
K. Delp seconded the motion.
The board **VOTED** to approve the motion.

B. 2020-2021 Board Committee Goals

A. Hunter arrived.
Academic Excellence Committee Goals
• 10 out of 12 enrolled teachers will complete thier gifted certification
• 80% of teachers will have training requirements met to prepare for IB evaluation by the end of the year.
• Growth for students will be generated in September after the I-Ready assessment is given.

Development Committee Goals
• Raise $58,500 with a stretch goal of $75,000

• Cultivate 3 new major donor relationships
• Establish a 3-year strategic plan for development

Finance Committee Goals
• Successfully complete clean financial audit of FY 2020
• Develop and approve mid-year budget revisions for presentation to Board during Q1 CY 2021
• Approve and present FY 2022 budget to board during Q2 CY 2021
• Revise financial policies as necessary

Governance Committee Goals
• Increase overall board member engagement
• Review succession plan for board members and administrative leadership
• Successfully recruit at least two new board members
• Ensure at least three board members are trained in LKES (Leader Keys)
• Gain clarity around what APS and DOE require regarding virtual and hybrid learning models
T. Tidwell made a motion to approve committee goals.
C. Hill seconded the motion.
The board **VOTED** to approve the motion.

C. 2019-2020 SY Training Requirements

All members are required to complete training hours for each academic year as per the charter agreement.

D. 2020-2021 Board Tracker - Google Sheet

J. Wright arrived.

IV. Board Committee Reports

A. Finance Committee

Financial Statement is available on BOT.
Currently going through a financial audit.

B. Academic Excellence Committee

The committee discussed how last year goals were impossible to measure because there wasn't actually a test, which is why this year, the committee decide on teacher focused goals. It is still unknown if there will be testing.

The committee also discussed suspensions and will we reviewing the data from last year during the next committee meeting.

C.

Governance Committee

The governance committee discussed roles and responsibilities of the board members and what the changes that have been going on might mean to the charter application down the line.

The next item of discussion was around the engagement , making sure that everyone is playing an active role within the committees. Finalizing SY21 training is the goal and we are still awaiting dates for SY22 training sessions.

With couple of board members rolling off soon, the recruitment is very important with the solid succession plan. The committee will be focusing on identifying members who will training on leader key assessment so that we can use the tool that the state uses to evaluate our school leaders.

D. Governance: Approve 2020-2021 PYP Family Student Handbook

T. Tidwell made a motion to approve.
E. Cater seconded the motion.
The board **VOTED** to approve the motion.

E. Governance: Approve 2020-2021 MYP Family Student Handbook

C. Hill made a motion to approve.
T. Ryan-Lawrence seconded the motion.
The board **VOTED** to approve the motion.

F. Governance: Approve 2020-2021 Student Family Handbook Addendums

E. Cater made a motion to approve.
J. Hansen seconded the motion.
The board **VOTED** to approve the motion.

G. Governance: Approve 2020-2021 Staff Handbook

T. Ryan-Lawrence made a motion to approve.
F. Carroll seconded the motion.
Accommodations for virtual teaching addendum will be provided during next board meeting.
The board **VOTED** to approve the motion.

H. Development Committee

The committee reviewed last years activities in order to discuss what does this year look like in this new environment. We always have a really successful Wesley Welcome Day where we get a lot of our parents to sign for monthly donations to the school and even one time contributions. We did not have that this year but the development team has done a series of communications to parents, including videos featuring Jason, making

these asks. Considering it all, we had a good start. Our Wesley staff is so generous and they sign up for recurring contributions that are withdrawn direclty from their paychecks.

In August, we raised $9,000, with up to $2,100 recurring monthly commitments. We anticipate we will continue to grow and contine to have good communications going out to our school community. As Jason mentioned, the parents are very engaged, and more grateful for Wesley and we are seeing that in their generosity.

The committee is working on a fundraising event for this fall. It will be school-wide event : Movember. All are welcome to participate. This ties into some of the things that the school started at the end of the school year with the staff in terms of wellness activities and especially now, this will be a good reason to ge out and move in November with one another virtually.

The committee continues to seek out additional grants, and asks the board members to keep an eye out within their own networks.

V. Executive Session

A. Staffing Matters

- New Teacher: Emily Wetzlar ELA 8th Grade
- Approved the acceptance of IT Manager resignation.

VI. Closing Items

A. Approve staffing matter decisions discussed in Executive Session

K. Delp made a motion to approve.
M. Guertin seconded the motion.
The board **VOTED** to approve the motion.

B. Adjourn Meeting

T. Ryan-Lawrence made a motion to adjourn.
J. Hansen seconded the motion.
The board **VOTED** to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:19 PM.

Respectfully Submitted,
E. Cater

Documents used during the meeting

- WIA 2020-2021 Committee Rosters and Goals.pdf
- WIA - June 2020 Financials (Unaudited).pdf
- 2020-2021 PYP Family Student Handbook.docx
- 2020-2021 MYP Family Student Handbook.docx
- 2020-2021 Wesley Academic Integrity Policy.docx
- 2020-2021 Wesley International Academy Statement of Inclusion.docx
- 2020-2021 Staff Handbook.pdf