

APPROVED



WESLEY
INTERNATIONAL ACADEMY

Wesley International Academy

Minutes

September Governance Committee Meeting

Date and Time

Monday September 20, 2021 at 4:30 PM

Location

Meeting ID: 849 9902 2607

Passcode: governance

Wesley Academy is inviting you to a scheduled Zoom meeting.

Topic: Governance Committee

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

<https://us02web.zoom.us/j/84999022607?pwd=QkhVZlJnUVFtYnNqai8vbFR1MWJNUT09>

Meeting ID: [849 9902](#) 2607

Passcode: governance

One tap mobile

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[+1 669 900 9128](#) US (San Jose)

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Meeting ID: [849 9902](#) 2607

Passcode: 622562

Committee Members Present

D. Hrabe (remote), D. Mason (remote), D. Satterfield (remote), E. Cater (remote), J. Marshall (remote), K. Jones (remote), L. Price (remote), R. Goodman (remote), T. Ryan-Lawrence (remote)

Committee Members Absent

D. Johnson

Committee Members who arrived after the meeting opened

E. Cater

Committee Members who left before the meeting adjourned

E. Cater

Guests Present

C. Hudson (remote), Marshell Ogando (remote), R. Pavone (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

T. Ryan-Lawrence called a meeting of the Governance Committee of Wesley International Academy to order on Monday Sep 20, 2021 at 4:33 PM.

C. Approve Minutes

D. Hrabe made a motion to approve the minutes from August Governance Committee Meeting on 08-16-21.

K. Jones seconded the motion.

The committee **VOTED** to approve the motion.

II. Governance

A. Governance Committee Membership

D. Hrabe made a motion to to approve the committee member roster as presented.

L. Price seconded the motion.

Debbie Satterfield

Donica Johnson

Jason Marshall

Lisa Price
Donald Mason
Rachel Goodman
Thomas Ryan-Lawrence
Doug Hrabe
Ewa Cater
Kwende Jones

The committee **VOTED** to approve the motion.

B. Update Goal # 1: Research the need for a Cyber Security Insurance Policy and take appropriate action, if necessary.

+ Lisa has been focused on the audit, however, this has already been done for this year.
+ Kwende did research on this and confirmed the need to have the extra layer of protection, as long as it's cost effective. Lisa will work with Kwende to ensure we have adequate coverage.

+ Lisa to send cost and coverage to governance committee chair to be presented at the next board meeting.

+ Once presented to the board, this goal will be accomplished. We will want to incorporate this into a general policy for moving forward.

+ Have a one pager with all of the insurance policies we have and the coverage amounts.

C. Update Goal #2: Use of Technology Policy for Employees.

Thomas can replace Fran and Jason will work from the operations side and we will coordinate with Lisa.

D. Update Goal #3: Review Bylaws and make necessary revisions.

Doug and Kwende to help Thomas. Will work from a Google Doc.

E. Update Goal #4: Have at least one additional person trained in LKES.

Jason will find out who to reach out to for LKES training through APS.

E. Cater arrived at 4:45 PM.

F. Update Goal #5: Recruitment of New Board Members

+ Skills Sets Needed: Human Resources. Review BOT skills assessment for other skills.

+ Good with 11 through the end of the year. Revisit after the holiday to determine if going for 11 or 13 for the next school year.

G. Update Goal #6: Document Why WIA will not pursue separate school codes for PYP and MYP.

E. Cater left at 5:01 PM.

Donald is taking lead for administration and will have an update at the next meeting.

H. Addition of Goal #7: Work in conjunction with the finance committee to formalize Procurement Policy.

D. Hrabe made a motion to Work in conjunction with the finance committee to formalize Procurement Policy.

L. Price seconded the motion.

The committee **VOTED** to approve the motion.

I. ED Evaluation Subcommittee

Meet in the same month as board meetings and present in governance.

III. Other Business

A. Update: New Member Mentorship Program

Dr. Mason will have this at the next governance meeting.

B. Full Board Training

Full board training will be October 26th from 6:00pm - 9:00pm. Doug to send email to full board tonight.

IV. Closing Items

A. Adjourn Meeting

D. Hrabe made a motion to adjourn the meeting.

T. Ryan-Lawrence seconded the motion.

The committee **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 5:22 PM.

Respectfully Submitted,

T. Ryan-Lawrence