

APPROVED



WESLEY
INTERNATIONAL ACADEMY

Wesley International Academy

Minutes

Governance Committee

Date and Time

Monday November 15, 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

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Committee Members Present

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

Committee Members Absent

None

Committee Members who arrived after the meeting opened

J. Marshall

Guests Present

C. Hudson (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 Nov 15, 2021 at 4:32 PM.

C. Approve Minutes

E. Cater made a motion to approve the minutes from September Governance Committee Meeting on 09-20-21.

K. Jones seconded the motion.

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

II. Governance

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

Completed.

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

J. Marshall arrived at 4:35 PM.

Jason sending Lisa's notes to Thomas for review.

Present in January Governance meeting and full board in February.

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

- 1) Add language that we will strive to maintain a 35% parent ratio while leaving us flexibility to go up to 50%.
- 2) Change to voting on individual board members rather than a slate.
- 3) Vacancies have 120 days to be filled.
- 4) Add policy for committee meeting attendance.
- 5) Update purpose of annual meeting.
- 6) Include best practice to not serve as an officer either the first or last year of your term.
- 7) Finance committee adding language to address payroll advances. No language changes needed in this section.
- 8) Finance committee presenting policy for procurement to full board. No language changes needed.
- 9) Governance committee to review bylaws annually.

Sending draft to legal for review. Revised bylaws will be sent directly to the board for full review and vote.

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

Jason has a contact for APS contact (Judith Walker). She will direct us to someone at the State to assist with the certification.

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

Reviewed skills need for new board recruits from BOT report. Appears finance and development are key areas to recruit. Facilities would also be helpful.

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

They have done the research to support the case of not pursuing a separate climate score and will type it up and send it over.

School with the highest enrollment is the way the school is classified.

G.

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

Done and in the hands of the finance committee.

H. ED Evaluation Subcommittee

Presented the latest report.

III. Other Business

A. Update: New Member Mentorship Program

Donald has those and will send them to me.

B. Discuss failure of a board member to complete required training.

Governance committee will make a recommendation to the executive committee to place the board member on probation pending feedback from APS.

C. Weighted Lottery for 2022-2023 School Year

Will continue to use Jared as in previous years.

Jason and Donica have already started the conversation internally and will meet with Jared in the coming weeks.

Will need a special meeting of the board in March on Tuesday to approve the weighted lottery. The lottery is held the first Thursday.

D. Board Member Intent to Return

Doug will ask for board member intent to return at the December meeting and report back to the Governance committee in the January meeting so we know where our recruitment needs are.

E. Annual School Calendar for 2022-2023 School Year

Will be ready to be presented to the full board in February.

IV. Closing Items

A. Adjourn Meeting

J. Marshall made a motion to adjourn the meeting.

E. Cater 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 5:51 PM.

Respectfully Submitted,
T. Ryan-Lawrence