

APPROVED



WESLEY  
INTERNATIONAL ACADEMY

## Wesley International Academy

### Minutes

#### Governance Committee

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##### Date and Time

Wednesday January 19, 2022 at 4:30 PM

##### Location

Meeting ID: 849 9902 2607

Passcode: governance

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Wesley Academy is inviting you to a scheduled Zoom meeting.

Topic: Governance Committee

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

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### **Committee Members Present**

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

### **Committee Members Absent**

D. Hrabe, E. Cater

### **Guests Present**

C. Hudson (remote)

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## **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 Wednesday Jan 19, 2022 at 4:33 PM.

### **C. Approve Minutes**

K. Jones made a motion to approve the minutes from Governance Committee on 11-15-21.

J. Marshall seconded the motion.

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

#### **Roll Call**

T. Ryan-Lawrence	Aye
E. Cater	Absent
D. Mason	Aye
J. Marshall	Aye
D. Johnson	Aye
L. Price	Aye
D. Hrabe	Absent
D. Satterfield	Aye
K. Jones	Aye
R. Goodman	Aye

## **II. Governance Annual Goals**

### **A. Update Goal #2: Use of Technology (AUP) Policy for Employees.**

K. Jones made a motion to approve the AUP Policy as presented.

J. Marshall seconded the motion.

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

**Roll Call**

D. Satterfield	Aye
D. Mason	Aye
T. Ryan-Lawrence	Aye
D. Hrabe	Absent
E. Cater	Absent
R. Goodman	Aye
K. Jones	Aye
J. Marshall	Aye
L. Price	Aye
D. Johnson	Aye

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

T. Ryan-Lawrence made a motion to to approve the revised bylaws as presented, send to Chris Adams for review and then present to the board for final approval.

K. Jones seconded the motion.

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

**Roll Call**

E. Cater	Absent
J. Marshall	Aye
L. Price	Aye
D. Hrabe	Absent
T. Ryan-Lawrence	Aye
D. Johnson	Aye
D. Satterfield	Aye
K. Jones	Aye
D. Mason	Aye
R. Goodman	Aye

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

Jason APS in November (around the 18th) and have not received a response yet. Judith Walker was to get back to us and we have not yet received a response. Donica reached back out to her today.

**D. Update Goal #5: Recruitment of New Board Members**

To the best of our knowledge 2 board members are not returning. See notes under Other Business about recruitment.

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

T. Ryan-Lawrence made a motion to approve the document as presented and present to full board for approval so it can be logged in the document archive.

J. Marshall seconded the motion.

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

**Roll Call**

J. Marshall	Aye
R. Goodman	Aye
D. Mason	Aye
T. Ryan-Lawrence	Aye
D. Satterfield	Aye
D. Hrabe	Absent
K. Jones	Aye
E. Cater	Absent
L. Price	Aye
D. Johnson	Aye

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

T. Ryan-Lawrence made a motion to mark this goal as completed as finance is presenting to the board in the February meeting.

L. Price seconded the motion.

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

**Roll Call**

E. Cater	Absent
L. Price	Aye
D. Johnson	Aye
R. Goodman	Aye
K. Jones	Aye
J. Marshall	Aye
D. Hrabe	Absent
D. Satterfield	Aye
T. Ryan-Lawrence	Aye
D. Mason	Aye

**G. ED Evaluation Subcommittee**

Reviewed updated ED Evaluation tool. Will present to full board in February.

**III. Upcoming Cyclical Items**

**A. Review/Update Student/Parent Handbook**

Ms. Goodman and Donica will be the staff contacts and Thomas and Kwende will work as the Governance representative.

Present changes to Governance in March meeting and full board in April for approval.

**B. Review of Staff Handbook**

Donica to be the point person for staff and Thomas and Kwende will be Governance representatives.

**IV. Other Business**

**A. Discuss failure of a board member to complete required training.**

Thomas will follow up with Doug directly to see if a letter was ever sent.

**B. Board Member Intent to Return**

2 board members leaving. 1 aging out and 1 not returning.

Recommendation is to recruit 2 new board members to join.

**C. Annual School Calendar for 2022-2023 School Year**

APS has a proposed calendar and it looks similar to the calendar we have been working with for the past couple of years.

We will present to the full board for approval in the February meeting.

**V. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:13 PM.

Respectfully Submitted,  
T. Ryan-Lawrence

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**Documents used during the meeting**

- 2022-01-19 WIA Employee AUP Policy vCommittee Approved.pdf
- 2022-01-17 WIA School Code Justification.docx