

APPROVED



## Atlanta Smart Academy

### Minutes

#### Academic and Governance Committee Meeting

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##### Date and Time

Monday September 19, 2022 at 4:30 PM

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##### Committee Members Present

##### Committee Members Absent

*None*

##### Guests Present

A. Tolliver (remote), P. Meadows (remote), V. Williams (remote)

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#### I. Opening Items

##### A. Record Attendance

##### B. Call the Meeting to Order

V. Williams called a meeting of the Academic Oversight and Governance Committee of Atlanta Smart Academy to order on Monday Sep 19, 2022 at 4:36 PM.

##### C. Approve Minutes

Motion to approve the minutes from Academic and Governance Committee Meeting on 08-15-22.

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

##### D.

## **Quarterly Rocks**

### **Quarter 2: October- December 2022**

- **Create the Academic Goals Progress Dashboard that displays all of the academic metrics our school and CEO are measured on based on our Charter and the CPF**
- **Input diagnostic data from Fall 2022 into the Academic Goals Progress Dashboard**
- **Use diagnostic data to create 1, 3, and 5 year academic goals for the CNA**
- **Ensure all board members have plans to complete governance training**
- **Execute junior board development plan**
- **Create board succession plan**

**PM to share dashboard**

## **II. Old Business**

### **A. Monthly To-Do's**

#### **October**

All board members complete board assessment in BOT

Plan for Fall Retreat in October

Plan for new board member onboarding

Ask secretary to complete next steps

Getting board commitment letters to new board members

Research governance training

#### **November**

Create board succession plan

Promote junior board to individual networks

Update diagnostic data and draft 1,3, and 5 year plan for CNA

Request charter amendment for 5 year

#### **December**

Ensure all board members have plans to complete governance training

Finalize strategic plan goals

## **III. Action Items**

### **A. Board Retreat Agenda**

Completed draft agenda; will share in board meeeting

### **B.**

### **New Board Member Onboarding Agenda**

draft agenda created; VC to follow up with new board members to schedule onboarding;  
share board commitment letter

#### **C. Committee Goals**

will review next meeting

#### **D. Review ASA Board Policy Manual**

will review next meeting

### **IV. Recommendations for the Board**

#### **A. Discuss onboarding training for new board members**

onboarding training agenda to be shared with the board

#### **B. Board retreat agenda to be shared with board**

### **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 5:29 PM.

Respectfully Submitted,  
V. Williams