APPROVED

Atlanta SMART Academy

Minutes

Academic Oversight and Governance Committee Meeting

Date and Time
Monday November 6, 2023 at 5:30 PM

Committee Members Present
P. Meadows, R. Price, S. Scott, V. Williams, W. Newman-Johnson

Committee Members Absent
A. Tolliver, J. Grimes

I. Opening Items

A. Call the Meeting to Order

V. Williams called a meeting of the Academic Oversight and Governance Committee Committee of Atlanta SMART Academy to order on Monday Nov 6, 2023 at 5:49 PM.

B. Record Attendance

C. Approve Minutes

R. Price made a motion to approve the minutes from Academic Oversight and Governance Committee Meeting on 09-25-23.
W. Newman-Johnson seconded the motion.
The committee **VOTED** to approve the motion.

II. Academic Oversight and Governance Committee

A. Board Onboarding Procedure

Reviewed draft onboarding document

Suggestion to add goal to the top and governance training; need to discuss what happens for new board members who join after April

Next steps:

Discuss when onboarding will take place and board recruitment timeline
Wanda will combine "bare-bones" document to new onboarding document and make other edits

B. Review Bylaws

W. Newman-Johnson made a motion to move this item to the next meeting agenda.
R. Price seconded the motion.
All committee members will read and review the bylaws and come to the next meeting ready to discuss.
The committee **VOTED** to approve the motion.

C. Climate Survey

Wanda and Rosalynne will draft a survey for review at the next meeting.

D. Complaint Process Review

Need to draft a complaint process for the board and add it to our bylaws and the ASA website; review policy from Baconton Charter School for consideration

Veronica will work on having a draft of this for our next meeting.

E. Academic Component

committee discussed what information is needed from the school leader moving forward

We want to review:

iReady - August, December, and March (reviewed in September, January, and April with the committee)

Beacon - October and February (reviewed in November and March with the committee)

Milestones - April (review in June with the committee)

Patrice or representative will bring data for review to committee meeting following administration of testing above

Veronica will visit school at least quarterly to sit in data/admin meetings

Also as a committee we need to review the following:

CCRPI (College and Career Readiness Performance Index) = made up of content mastery, closing gaps, beyond the core, and attendance

CPF (Charter Performance Framework)

Other:
committee reviewed CCRPI embargoed results

III. Other Business

A. Webmaster

Patrice will share a job description and possible salary range for a web person to manage tech related tasks by next committee meeting.

B. Meeting Decorum

Sandra will draft a procedure for meeting decorum to share at next committee meeting

IV. Closing Items

A. Adjourn Meeting

Veronica will draft committee report for the board.
W. Newman-Johnson made a motion to adjourn.
R. Price 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 6:59 PM.

Respectfully Submitted,
V. Williams