DRAFT

ZEST Preparatory Academy Charter School

Minutes

Governance Committee Meeting

Date and Time
Thursday January 15, 2026 at 5:00 PM

Location
3130 Golf Ridge Blvd. Douglasville, GA 30135

Committee Members Present
B. Jones, R. Palmer

Committee Members Absent
S. Rankin

Ex Officio Members Present
M. Carruthers

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

B. Jones called a meeting of the Governance Committee of ZEST Preparatory Academy Charter School to order on Thursday Jan 15, 2026 at 5:08 PM.

C. Approve Minutes

B. Jones made a motion to approve the minutes from Governance Committee Meeting on 09-11-25.
R. Palmer seconded the motion.
The committee **VOTED** to approve the motion.

II. Governance

A. LEA Leadership Work Flow 2025-2026

The Governance Board reviewed the Board Governance Workflow and discussed the alignment and completeness of committee responsibilities across all standing committees. Committee chairs will review the workflow and identify any missing components or recommended adjustments for FY27. To support consistency and accountability, the Board Governance Workflow will be recirculated at the end of each month in advance of scheduled committee meetings.

B. FY26 District Compliance

ZEST has not yet received its monitoring feedback; however, the Executive Director and Senior Director of Operations are prepared to make any required adjustments upon receipt. The State Charter Schools Commission (SCSC) Corrective Action Plan is submitted on a monthly basis. ZEST has completed all required components to date and will continue to implement and monitor actions related to specialized services.

C. SCSC Required Training

The Board Chair, Vice Chair, and Finance Committee members have completed the required training. The remaining Board members and school administration are scheduled to complete the training in February.

D. FY27 Planning

The Board and school leadership team will conduct a family listening tour in February 2026. The Governance Committee discussed the school's FY27 operating model, including enrollment, staffing, and facilities considerations. The Finance Committee and Governance Committee are working collaboratively with the Chief Financial Officer to finalize a recommendation for full Board review.

E. Board Governance & Recruitment

The ZEST Board of Directors will open board recruitment to add additional members in support of the school's continued growth. The Board Chair and Vice Chair will lead the recruitment process. Outreach and marketing will begin in late January, with onboarding anticipated to be completed by May, ahead of the 2026–2027 school year.

III. 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 6:31 PM.

Respectfully Submitted,
B. Jones

ZEST Preparatory Academy Charter School is a K-5 elementary school community that provides an academically rigorous, supportive, and joyful learning environment to develop the leader inside every student for lifelong educational achievement and impactful community service.