

APPROVED



## Kestrel Heights Public Charter School

### Minutes

#### Governance Committee Initial Meeting

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**Date and Time**

Wednesday December 2, 2020 at 4:15 PM

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**Committee Members Present**

J. Featherstone, M. Callahan (remote), S. Foy-Watson (remote)

**Committee Members Absent**

*None*

**Committee Members who arrived after the meeting opened**

J. Featherstone

**Guests Present**

M. Tracy (remote)

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**I. Opening Items****A. Record Attendance****B. Call the Meeting to Order**

M. Callahan called a meeting of the Governance Committee of Kestrel Heights Public Charter School to order on Wednesday Dec 2, 2020 at 4:25 PM.

**II. Governance****A.**

### **Review and Approve Committee Description and Roles**

Discussed proposed committee description and roles proposed by Dr. Miller. Committee agreed that the proposal was the best place to start and changes could be made in the future as needed.

#### **B. Review and Set Goals**

The committee discussed 3 proposed goals.

Adopted Goal: Set the board expectations sheet.

Adopted Goal: Evaluate the skills and experiences of board members to engage in strategic recruitment of future board members.

Adopted Goal: Establish clear checks and balances for all board goals and key indicators of success.

The committee will begin the strategic planning document in the next meeting.

J. Featherstone arrived.

#### **C. Review Suggested Board Expectations Sheet**

Committee discussed the proposed Board Expectation sheet and determined edits were necessary. S. Foy-Watson and M. Callahan will work on edits for the next committee meeting for approval.

#### **D. Discuss Suggested Travel Policy**

Committee discussed the proposed travel policy and agreed that in lieu of the proposed travel policy, the Board attorney should draft a "COVID precaution statement" to present to full board at next board meeting.

### **III. Other Business**

#### **A. Establish Regular Meeting Schedule**

Committee discussed and agreed to meet on the first Tuesday of the month at 4:15pm for the remainder of the 2020-2021 school year.

### **IV. 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 5:24 PM.

Respectfully Submitted,  
M. Callahan