

APPROVED



The Meliora School

Minutes

Academics Committee Meeting

Date and Time

Wednesday May 20, 2026 at 4:30 PM

Committee Members Present

C. Keck (remote), L. Hollon (remote), L. Ramdhanie (remote)

Committee Members Absent

L. Hooda

Guests Present

Z. Mahmuda, lmcdonald@gacharters.org (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

L. Ramdhanie called a meeting of the Academics Committee of The Meliora School to order on Wednesday May 20, 2026 at 4:32 PM.

C. Approve Previous Meeting Minutes

L. Hollon made a motion to approve the minutes from Academics Committee Meeting on 04-15-26.

L. Ramdhanie seconded the motion.

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

II. Policy Review

A. Homeless Students Policy Review

The committee reviewed the Homeless Students Policy.

L. Ramdhanie noted that most of the policy language is guided by the McKinney-Vento Act. Updates included adding the school name and clarifying who would be responsible for appointing the homeless liaison.

The committee discussed whether the homeless liaison role would fall under the Director of Operations, a manager, or the Director of Specialized Services. C. Keck clarified that she would be responsible for ensuring the appointment occurs, while the role itself may fall under operations or specialized services.

L. Hollon flagged that McKinney-Vento requires transportation to be provided for eligible students. C. Keck noted that the school has budgeted for this need, including options such as gas cards or aftercare-related support.

No additional questions were raised.

B. Interviews, Removal, and Searches of Students Policy Review

The committee reviewed the Interviews, Removal, and Searches of Students Policy.

L. Ramdhanie explained that the policy addresses investigations related to possible violations of the student code of conduct, including who may conduct interviews, searches, and confiscations.

The committee discussed the use of “Head of School or designee” throughout the policy. C. Keck confirmed that this wording was appropriate.

L. Ramdhanie also noted a section related to grades 9–12 and initially questioned whether it should be removed since the school does not currently serve those grades. The committee decided to keep the language because the school may eventually grow to include grades 9–12.

L. Ramdhanie noted that related templates and supporting documents are included in the larger GCSA template materials but were not included directly in the policy because they are procedural rather than policy-level documents. C. Keck agreed that those materials should remain internal.

No additional questions were raised.

C. English Language Learners Policy Review

The committee reviewed the English Language Learners Policy.

L. Ramdhanie asked whether the policy should name a specific WIDA screener, such as the WIDA Screener Online or WIDA Alternate Screener. The committee discussed the issue and agreed that the policy should instead refer more broadly to a “state-approved tool.”

The committee also reviewed accountability language connected to the Head of School and ESOL Coordinator. No additional revisions were requested.

No additional questions were raised.

D. Parent & Family Engagement Policy Review

E. Parent Bill of Rights Policy Review

The committee reviewed the Parent Bill of Rights Policy.

L. Ramdhanie noted that no major updates had been made. The policy includes language requiring the Head of School or designee to provide parents with notice of their rights under the policy.

The committee discussed that the policy should align with public-facing website compliance requirements, including annual posting and inclusion among publicly available documents. The policy also includes requirements for maintaining a process for parental requests related to instructional materials and student records, as well as annual staff training.

No additional questions were raised.

F. Mandated Alleged Student Sexual Abuse Reporting

The committee reviewed the Mandated Alleged Student Sexual Abuse Reporting Policy.

L. Ramdhanie noted that the policy appeared to align with Title IX-related reporting requirements. The committee discussed that this policy is separate from the general Mandated Student Abuse Reporting Policy and that both policies should be reviewed.

The committee discussed accountability language, including that the Head of School or designee would be responsible for maintaining a child abuse reporting log documenting the date, reporter, nature of allegation, and reporting steps taken.

The committee reviewed requirements related to notification of law enforcement within 24 hours, records retention for at least five years, and governing board oversight. The policy also requires annual review by the governing board to maintain compliance with Title IX and other federal requirements.

The committee discussed the importance of annual mandated reporter training for employees, volunteers, and students.

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 4:56 PM.

Respectfully Submitted,
L. Hollon