APPROVED

The Meliora School

Minutes

Executive Committee Meeting

Monthly 4th Tuesday

Date and Time
Tuesday August 25, 2026 at 6:00 PM

Location
Board Meliora is inviting you to a scheduled Zoom meeting.

Topic: Board Meliora's Personal Meeting Room

Join Zoom Meeting
https://us06web.zoom.us/j/2732823354?pwd=YuL7owBylCJZvuBWKzsfWXaqRPU68R.1
Meeting ID: 273 282 3354
Passcode: 391321

One tap mobile
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Join by SIP
• 2732823354@zoomcrc.com
Join instructions
https://us06web.zoom.us/meetings/2732823354/invitations?signature=O6oscPjKPh700_qIxyttI0niTF6NpmlYouE-21snHGU

Committee Members Present
L. Hollon (remote), L. Hooda (remote), M. Smith (remote), N. Williams (remote)

Committee Members Absent
None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

N. Williams called a meeting of the Executive/Governance Committee of The Meliora School to order on Tuesday Aug 25, 2026 at 6:03 PM.

C. Approve Minutes

N. Williams made a motion to approve the minutes from Executive Committee Meeting on 07-14-26.
M. Smith seconded the motion.
The committee **VOTED** to approve the motion.

II. Executive

A. Debrief Board Retreat

- We would like to see more time for the committees to work together on the charters.
- Explore additional training from Align for Board governance/responsibilities and possible scenarios. Six-month check-in
- Create space to learn more about what each committee is focused on.
- Policy review process: Ideal state is to work through getting policies approved and adopted, so that we can move to evaluating the effectiveness of the policies and how applied.
- Policy Review Example: Understand the School Safety Plan House bill 268 (Behavioral Health Management Plan effective 27) - Requirements and timeline for full compliance.

B. LEA Workflow Review

- LEA Document Meliora Copy ALIGN LEA Leadership Workflow.docx - Google Docs
- Head of School Evaluation/GA Accelerate Training: https://drive.google.com/drive/folders/1EkaOypXn2dLpTyvxrRIXub2ruvwyKsLn?

usp=drive_link - Omy and Natalie attended training on 8/19 need to be added to the system to start evaluation process. Awaiting update from Dr. Keck.
- Policy Administration inspection
- Understanding school culture and climate. Parent survey frequency. Head of School evaluation criteria. (Student Health Survey)

C. Upcoming Business

- SCSC Monitoring Program (Board Governance Monitoring due to missed training) https://drive.google.com/file/d/1SPDvCFPu3ASVw8xI3Y5tIO8r4wOL8Lae/view?usp=drive_link
- https://drive.google.com/file/d/1sg229msWPGRpWlcSiLdF3rDFNqStICZ2/view?usp=drive_link
- Policies that need to be finalized and moved for vote on 9/8 are highlighted in yellow on the policy tracker. Laila and Natalie will partner to update

D. 9/8 Board Meeting Agenda

- Ensure that Committees have time to present
- 2nd budget hearing
- Head of School Report (Final headcount and enrollment) - Oct deadline
- School Operational Calendar
- Executive Dashboard Reporting ALIGN - Dashboards & Workflows - Dashboard (Blank) 7.14.26.xlsx
- Policies for vote
- Field Trip Plan (F/up from 8/11)

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 6:57 PM.

Respectfully Submitted,
N. Williams