



# The Exploris School

## Governance Committee Meeting

**Date and Time**

Monday January 27, 2020 at 4:00 PM EST

**Location**

Middle School Campus

**Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:00 PM</b>
A. Record Attendance		Tom Miller	1 m
B. Call the Meeting to Order		Tom Miller	
C. Approve Minutes	Approve Minutes		1 m
Approve minutes for Governance Committee Meeting on November 18, 2019			
 <b>II. Governance</b>			 <b>4:02 PM</b>
A. Updates on Fall Work	Discuss	Tom Miller	10 m
Grievance Policy Updates: recently we encountered a grievance and identified one issue in the policy as written (training for the board to effectively handle a grievance).			
Board has scheduled training over the next 45 days to meet this goal. Policy needs to be less rigid in terms of the timelines.			
Executive Evaluation: Last meeting we discussed potential questions for the CEO evaluation. We will wait for the third party consulting team to advise the board on next steps.			
Policy Updates:			
B. New Members	Vote	Tom Miller	10 m
We have four prospective committee members. See resumes.			
<a href="#">_Jerry Hwang Resume.docx</a>			
<a href="#">_Katherine M Hogan Resume 19.pdf</a>			
<a href="#">_Resume- Alannah Rodriguez.docx</a>			
<a href="#">_SRD_Personal_2019.pdf</a>			
We would need to make a recommendation to the board on the terms (start and end date) for these potential voted on members based on our current membership terms. *Eligible for additional term			
Member	Rolling Off Date		
Camesha Jones .	June 30, 2020*		
Christine Hutchins	June 30, 2020* (Served previously as PTO Rep)		
Theo Kingsberry	June 30, 2021*		

Tom Miller June 30, 2021  
Keely Nichols Byars June 30, 2021  
Katie Johnson June 30, 2021\*  
George Burnette June 30, 2021\*  
Jay Korreck June 30, 2022\*

**C. Policy Discussion and Recommendations (Criminal Backgrounds)**

10 m

Our insurance provider, Hanover Insurance recently completed an audit on our school facility and operations. One of the items highlighted in their report was the need for a more thorough background check policy and procedure for volunteers. Their requirements are outlined below.

I would like this to be a priority agenda item at our next governance meeting so that we can make plans for the future. Please let me know when you would like to schedule the next meeting for our committee. Thanks so much.

Ellie

Hanover Insurance :

2019-11-003 Work with Minors - Screening and Training

As an organization whose operations include instruction or programming for minors your hiring process should include the following controls:

- 1) A thorough screening process including the most comprehensive criminal and sex offender background checks available to you by state law conducted on any volunteers working with minors.
- 2) A written no tolerance policy communicated to volunteers, stating the agencies awareness of the potential for abuse, and the volunteers responsibility in preventing it.
- 3) Written operating procedures on the steps that will be taken, to promptly investigate, respond and report any allegation of abuse
- 4) Volunteers receive training on identifying the signs of abuse and reporting incidents of abuse.

**III. Other Business**

**IV. Closing Items**

**A. Adjourn Meeting**

Vote