APPROVED

Simple Vue Academy

Minutes

SVA Governance Committee

Date and Time
Wednesday September 3, 2025 at 12:00 PM

Location
Fortified City Christian Church
2477 Canton Rd
Marietta, GA 30066

Committee Members Present
C. Henderson, L. Curry (remote), M. Wills Brown

Committee Members Absent
None

Committee Members who arrived after the meeting opened
L. Curry

Guests Present
M. Felts

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

M. Wills Brown called a meeting of the Governance Committee of Simple Vue Academy to order on Wednesday Sep 3, 2025 at 12:20 PM.

C. Approve Minutes

C. Henderson made a motion to approve the minutes from SVA Governance Committee on 08-06-25.
M. Wills Brown seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

L. Curry	Absent
C. Henderson	Aye
M. Wills Brown	Aye

D. Adoption of Agenda

C. Henderson made a motion to Adopt the September 6, 2025 Governance Committee agenda.
M. Wills Brown seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

M. Wills Brown	Aye
C. Henderson	Aye
L. Curry	Absent

II. Governance

A. SVA Board & Officer Term Tracking

The Governance Committee revisited the term tracking for directors and officers. To reduce confusion, director and officer roles were separated into different tabs. The next steps are to review the updated tracking at the September board meeting, verify the term dates, and adjust them so that all terms end on June 30 of their respective year in order to align with the fiscal year.

B. Board Recruitment Update

The board chair has spoken with three of the five candidates interested in serving on the board, and two additional candidates remain to be interviewed. Board interviews will be scheduled for October 1 with the Governance Committee.

III. Policy Discussions and Updates

A. Policy Tracker/Database

Clarke will clean up the policies tracker. Policies that still need to be drafted will be prioritized based on monitoring needs, which will be identified on September 16, before turning to any remaining policy gaps.

B. Revisit Grievance Policy

The Employee and Family Grievance Policies are in good shape. The board will review these during the upcoming September meeting to make sure the board aligns with the outlined procedures. Grievance process starts at the school level, escalating to the board only if the school level doesn't yield a resolution.
L. Curry arrived at 12:50 PM.

C. School Safety Policy Update

The safety plan was discussed as an operational document that is not typically stored in board files. Heather confirmed that a safety plan is in place, although the status remains unclear. The board agreed that responsibility for the safety plan rests with the school, while the board's role is limited to confirming that a plan exists and that it addresses the key areas, rather than reviewing operational details.

IV. Authorizer Updates

A. Updated Monitoring Timeline

September 15 – SCSC Webinar will be hosted to review the new platform and expectations.
September 16 – Monitoring opens. Morgan will review policies and flag those that are missing or need updates. Drafting of policies will take place from September 16-24.
October 1 – Governance Committee review. Gregg will attend this meeting and address questions related to legal compliance.
October 15 – Board meeting to approve updated policies.
October 31 – Monitoring closes.

B. Open Records

It was noted that an open records request can be made verbally if there is no designated Open Records Officer. The recommendation was made to designate an Open Records Officer and post the information on the website. This item will be added to the September board meeting agenda to formally designate an officer and update the website accordingly.

The committee discussed that the website should include clear instructions for submitting open records requests, specify who the Open Records Officer is, and indicate that all requests must be submitted in writing via email. The Open Records Officer should be a staff member, as staff are able to respond within three days and have access to the necessary information.

V. 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 1:24 PM.

Respectfully Submitted,
M. Wills Brown