APPROVED

Simple Vue Academy

Minutes

SVA Governance Committee

Date and Time
Wednesday May 6, 2026 at 6:00 PM

Location
CreateATL
900 Murphy Ave SW
Atlanta, GA 30310

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

Committee Members Absent
W. Roshell

Guests Present
Darcy Calloway

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

C. Henderson called a meeting of the Governance Committee of Simple Vue Academy to order on Wednesday May 6, 2026 at 6:24 PM.

C.

Approve Minutes

M. Wills Brown made a motion to approve the minutes from SVA Governance Committee on 04-01-26.
L. Curry seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

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

II. Governance

A. Board Recruitment

- The committee reviewed a slate of four prospective board member candidates and recommended nominating them as a slate for a vote at the next full board meeting. The committee also noted that three additional board members are still needed beyond this slate.
- Candidates were discussed in terms of qualifications and readiness.
    - One candidate has submitted the required intake form and has been asked to provide a resume prior to the vote.
    - Onboarding materials are currently being developed; new members will receive relevant policies and orientation information upon joining.
- A board secretary vacancy will open at the end of June following a current member's departure. The committee discussed potential candidates for this role, including whether any incoming board members might be suitable.

B. Policy Review

The following policies were reviewed by the committee. Each requires formal board approval:

- Social Security Benefits Policy
    - The committee discussed the school's obligation to inform staff of Social Security withholding requirements. Teachers participating in the Teachers Retirement System (TRS) are exempt from Social Security contributions. A staff notice is being drafted, and the committee recommended adding a clear explanatory paragraph outlining this exemption.
- Employment Practices and Employee Conduct Policy
    - The committee discussed this policy covering equal opportunity, background checks, drug and alcohol use, and nepotism. No substantive changes were requested; the policies will proceed to the full board for approval.
- Employee Acceptable Use and Social Media Policy

        - This policy governs appropriate staff use of school technology systems and social media. Key expectations include:
            - Staff are expected to respond to email within 48 hours, excluding instructional time.
            - All communications must maintain professional standards.
    - Parents' Bill of Rights
        - Reviewed as a required policy. Minor language concerns were noted and will be addressed prior to board approval.

C. Hiring

The committee discussed staffing and personnel practices, with a focus on improving retention and accountability structures.

Staff Retention

- The committee noted a pattern of turnover within the first year of employment, particularly in key leadership roles. Contributing factors were discussed, and the following recommendations were made:
    - Conduct formal exit interviews for all departing staff.
    - Improve onboarding and early communication pathways for new hires, such as a beginning-of-year meeting with the leadership team.

Evaluation and Goals

- The committee recommended establishing clear annual goals for the Executive Director at the start of each school year, with built-in accountability measures.
- Academic data should serve as a baseline for measuring progress.

Leadership and Delegation

- The committee discussed the importance of distributing administrative responsibilities across the leadership team to reduce single points of dependency and support organizational resilience.

III. Other Business

A. Facilities Update

The committee received an update on the school's current facility and lease. Outstanding questions remain regarding the delineation of landlord versus school responsibilities, particularly for portable structures. Next steps include:

- A walk-through of the portable facilities to be scheduled with a contractor and legal representatives.
- Legal counsel to assess repair and maintenance responsibilities.

Securing a permanent long-term facility remains a planning priority and is included as a line item in the FY27 budget process. An alternate location has been identified and is under consideration.

B. Board Committee Calendar

The committee reviewed a draft board calendar for the upcoming year. Key feedback included:

- Avoiding scheduling meetings during school breaks, and reconsidering the regular meeting day in FY2027 to better accommodate member availability (Thursday was identified as a preferred alternative to Wednesday).
- A vote on the final calendar will be deferred to allow incoming committee members to review it first.
- The committee also discussed whether aligning committee meetings with full board meeting days could improve efficiency.

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 6:59 PM.

Respectfully Submitted,
M. Wills Brown