

APPROVED



# Veritas Preparatory Charter School

## Minutes

### Governance Committee Meeting

Zoom Meeting

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#### Date and Time

Friday March 10, 2023 at 11:00 AM

#### Location

[Join Zoom Meeting](#)

ID: 85152375662

Passcode: 370079

□

[\(US\) +1 669-900-6833](#)

Passcode: 370079

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#### Committee Members Present

A. Mendelson (remote), D. Fuller (remote), R. Romano (remote), T. Moran (remote)

#### Committee Members Absent

X. Delobato

#### Guests Present

N. Gauthier (remote)

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#### I. Opening Items

A.

## **Record Attendance and Guests**

### **B. Call the Meeting to Order**

D. Fuller called a meeting of the Governance Committee of Veritas Preparatory Charter School to order on Friday Mar 10, 2023 at 11:05 AM.

### **C. Approve Minutes**

D. Fuller made a motion to approve the minutes from Governance Committee Meeting on 02-10-23.

A. Mendelson seconded the motion.

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

## **II. Governance**

### **A. Driving Policy Update**

Rachel reminds the committee about the policy change discussed at the last meeting related to employees driving students in their personal car(s).

**UPDATE:** The need for this or the frequency with which this has been happening has increased and so we decided we needed to have something in writing or an official policy for this. Rachel and Lynne have worked with our insurance company to create a policy around this issue related to liability and insurance. The driver's insurance policy would be the first one effected if there was an accident.

Aaron asked in the last meeting what it would take for us to go to an option of dollar to dollar coverage?

Rachel spoke to the insurance company and due to other factors (individual driving records, etc.), we probably won't go in that direction. As soon as we receive the feedback from the insurance company, we will bring it back to governance.

Tom asks about appropriate staff/student interactions and how this policy might address that?

Rachel says that is a big part of the reason we want to get something in writing. We need to be clear about what our professional boundaries are for staff/student interactions.

Tom mentions stating in the policy that transportation should be from point to point (no stops in between).

David asks if we track who drives someone home and when?

Rachel says no, she wants to set expectations for what is and is not acceptable and then put the responsibility on the staff member.

## **B. Board Engagement/Attendance Policy**

Remote meetings are set to end on March 31st. We will be moving back to in person Board and committee meetings for the first time in three years.

Moving forward, we will have to have a quorum at every in person meeting to be able to vote. The policy attached to the agenda was created in 2013 to help with expectations related to attendance. We would like governance committee to take a look at this, since it is out of date, and determine if any updates/revisions should be made.

The committee reviews the current policy.

David thinks 80% meeting attendance is 10 out of 12 meetings per year and that might be a big commitment for trustees who also have full time jobs.

Aaron thinks we should change 80% attendance to 75%. Maybe 2/3 attendance for committee meetings. The rest looks good. Trustee attendance is very important to have a strong and effective Board.

David mentioned we should review the dates and times of meetings to make sure they still work for people to be in person.

The committee discusses other potential attendance policy updates/revisions for in person Board and committee meetings including:

- The importance of communication when missing a meeting.
- What happens if someone misses more than three meetings - need language in the policy that we can refer back to if need be. **Follow up:** we had language around this that we should find and incorporate into the policy.

David asks where we plan on having the in person meetings?

Rachel says at the high school.

Rachel talks about how she plans on framing this discussion at the Board meeting. We want to prioritize the Board meetings in terms of in person attendance.

## **C. STEM Tech Planning Grant**

**Next month:** Revised driving policy, revised attendance policy and STEM tech planning grant.

## **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 12:01 PM.

Respectfully Submitted,  
D. Fuller

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**Documents used during the meeting**

- VPCS\_Board\_of\_Trustees\_Attendance\_Policy.docx