# City Garden Montessori School

# **Minutes**

# **Governance Committee Meeting**

#### **Date and Time**

Monday August 25, 2025 at 9:00 AM

#### Location

**EAEC Conference Room** 

#### **Committee Members Present**

J. Dixon, L. Schwartze, L. Vowell, N. Johnson, S. Haigler

#### **Committee Members Absent**

D. Smith

#### **Guests Present**

C. Huck, C. Schell, S. Miner

## I. Opening Items

- A. Welcome & Check-Ins
- **B.** Record Attendance
- C. Call the Meeting to Order
  - J. Dixon called a meeting of the Governance Committee of City Garden Montessori School to order on Monday Aug 25, 2025 at 9:12 AM.

#### **II. Action Items**

## A. Approve May Minutes

- L. Vowell made a motion to approve the minutes from Governance Committee Meeting on 05-23-25.
- S. Haigler seconded the motion.

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

#### **B. Discuss SY26 Committee Priorities**

- Jesse revisited committee scope & SY25 priorities, as well as SY26 board goals
- · Consider tiering of responsibilities -
  - R1, R4, R5 (eval, development, policies) business-as-usual and continuous improvement
    - Policies opportunity to do a more strategic review (in context of strategic plan & current environment) and bring simplicity/transparency to current policy manual
  - R2 (board recruitment) top priority for this group, opportunity to build additional infrastructure
  - R3, R6 (community engagement & strategic planning) alignment with board goal, clearly define governance role vs board role
- Next steps Claire to create draft priorities & potential timeline for September meeting review

#### C. Board composition

- · Need for prioritizing additional members this year, ensuring well-rounded expertise
- Next steps
  - Move forward with temporary amendment of by-laws in September
  - ∘ Move forward with parent member interviews for 1-2 more members in fall
  - Spend time outlining multi-year board recruitment plan

#### D. Policies

- Christie shared updates around short-term policy needs Cell phone, PTO
- MCPSA will be sharing more complete list of changes/model policies over next few weeks
- Next month -
  - committee to discuss phases of policy review e.g., simplification, strategic plan review

#### E. Community engagement/strategic planning

- Claire shared update about strategic planning process, and plans for community engagement
  - Alignment that board members should serve as "hosts" for focus groups
  - Student engagement in October board meeting

# III. Updates

#### A. Other priority updates

• Jesse shared update on CEO evaluation process, committee members to share interest in participating with Jesse.

## B. Updates from committee members

# IV. Closing Items

# A. Next committee meeting

• In general, committee meetings to be held last Monday of each month at 9am, except November 21 & December 15

# **B.** Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:57 AM.

Respectfully Submitted,

J. Dixon