**LTCS Governance Committee Agenda**

Oct 20, 2021

Location: <https://zoom.us/j/9859672046?pwd=RXBFRkMzc2F5T09MTkU1TnVmMVZ4QT09>

| **Agenda Topic** | **Meeting Notes / Previous Sessions Comments** |
| --- | --- |
| **Call To Order - 5:00pm** | *5:03 meeting called to order*  *In Attendance: Vimal Patel, Michelle Hamner* |
| **Board Recruitment**   * Size of Board   + Goal = 12   + Current = 7 (2 are scheduled to roll-off)   + Minimum = 7 * Candidates = 2   + Ashley Busby, Patsy Brundidge * Priority Professions   + Finance (priority)   + Lawyer | * *Candidates*   + *Ashley Busby – available to vote in Oct Board Meeting*     - *has interest in Governance Committee*   + *Neka Haywood – WIP – could be available for Nov.*      - *Vimal has spoken to her*     - *Will be attending Academics Committee meeting 10/21/21*   + *Patsy Brundidge – submitted volunteer interest form on 7/10/21 – no response*     - *Vimal will reach out one more time*   + *Yvette D. Best – no response*     - *Vimal will reach out one more time* * *In-person events on Board Needs – Next Exhibition Night*    + *Clarify if Exhibition Night is happening (Dec?) -- Michelle* * *Attend a Fayette Chamber of Commerce event*   + *Michelle will follow up with Mrs. King* * *Should we consider changing by-laws? What are the consequences?*    + *Vimal will check with SCSC about what happens if we drop below bylaws minimum*   + *Feedback process from departing board members?*     - *Action - Get informal feedback from Kristi (Michelle) and Heather (Vimal)* |
| **Board member requirements history/review** |  |
| **CPF Score (VIMAL)**   * Determine areas of measurement / deploy by Nov 21 | * *Deployed for Finance* * *Revamp – Operations CPF score template discuss with Principal King* |
| **Updating School Policies (MICHELLE)**   * Determine how we can divide and approach the updates / inquire on purchasing * Update language to remove HS references | * *Inquire of paths of purchasing and/or who would be interested in supporting*    + *Elisa Falco at the GCSA*   + *Michelle Neely – working on a group rate with BoardDocs-lots of features on version control* * *Waiting for feedback from SCSC visit Jan/Feb* |
| **SCSC Required Training For Board 2021-2022 (VIMAL)**   * Part 1 - full in-person training will earn you 9 governance training hours * Part 2 - Half-day of virtual sessions | * *Start bring up as monthly reminder/tracking*   + *Ask Ashley Busby to coordinate tracking (wait until she’s voted on)*   + *What about Jametria, Kristi, & Heather?*   + *What is the start/cut-off date? Min # of months of service on board in year?*     - *Vimal to check with SCSC - Kristen Easterbrook*     - *Michelle will ask Mrs. King about early school care for children of board members attending training.* |
| **Ongoing Tasks**   * Load missing agendas & minutes from past | * *Ensure attendance is tracked by updating and uploading meeting minutes* |
| **Long-Term Board Tasks**   * Pre-K for 2022/2023 (LAUREN / KENNY HAMNER) * Initiate long-term building for school (VIMAL / ERIC) | * *Pre-K 2022/23 - Lauren C / Kenny Hamner – Capture Update - No update.* * *Long-term building – Vimal / Eric W Near-term and long-term – Capture Update*    + *Need to understand long term plan for the school.*   *Shift meetings to Thursdays at 5:00 PM.* |
| **Meeting Adjourn - 6:00pm** | *Meeting adjourned at 5:39 PM* |