**LTCS Governance Committee Agenda**

November 11, 2021

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

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| **Agenda Topic** | **Meeting Notes / Previous Sessions Comments** |
| **Call To Order - 5:00pm** | *Started: 5:02pm. Vimal Patel, Michelle Hamner, Ashley Busby, Heather Ambrosi, Eric Walker* |
| **Board Recruitment (ASHLEY)**   * Size of Board   + Goal = 12   + Current = 7 (1 are scheduled to roll-off)   + Minimum = 7 * Candidates = 1   + Neka Haywood * Priority Professions   + Finance (priority)   + Lawyer | * *Candidates*   + *Neka Haywood – Scheduled for Nov. Board Meeting Vote*      - *Interviews completed with Board; Interview completed with Principal King*     - *Awaiting Background check, intends to complete over 11/12 weekend*   + *Adam Wilson – no response*     - *Vimal Left VM on 11/8* * *Local Events:*   + *Attend a Fayette Chamber of Commerce event*     - *Confirmed School still a member*     - *Ashley reviews additional options/progress with the chamber*     - *Discussed developing a flyer or document*   + *Local Business/Networking Events* * *Should we consider changing by-laws? What are the consequences?*    + *Vimal will check with SCSC about what happens if we drop below bylaws minimum (no response as of 11/8)*   + *Bylaws suggest annual meeting June – after that only replacements could be voted in/out*   + *Feedback process from departing board members?*     - *Action - Get informal feedback from Kristi (Michelle) and Heather (Vimal)* |
| **CPF Score (VIMAL)**   * Determine areas of measurement / deploy | * *Deployed for Finance – looks good.* * *Revamp/was unable to deploy prior to annual Audit – Operations CPF score template, discuss with Principal King. Considering capturing feedback/results from audit – rollout by Feb ’22. Feedback expected by Jan ’22.* |
| **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 - In-person training will earn you 9 governance training hours   + ~~November 10, 2021- Callaway Gardens Hotel and Resort~~   + February 9, 2022- UGA Center for Continuing Ed. and Hotel   + April 13, 2022- Loudermilk Conference Center * Part 2 - Half-day of virtual sessions   + December 7, 2021   + January 25, 2022   + March 23, 2022 * Requirements – Part 1 & 2 to be completed by June 30, 2022   + Any board member who is on the board between our first and last in-person governance training session of the year (e.g. Nov 10 2021 to April 13 2022) | * *Need to relay requirements regularly on monthly board meetings – document completed sessions* |
| **Ongoing Tasks**   * Load missing agendas & minutes from past | * *Ensure attendance is tracked by updating and uploading meeting minutes* |
| **Subcommittee Progress / Long-Term Board Tasks**   * Covid / Mask Policy (LAUREN / MICHELLE) * Pre-K for 2022/2023 (LAUREN / KENNY HAMNER) * Initiate long-term building for school (VIMAL / ERIC) * Curriculum Adoption Policy – New Policy (TBD) | * *Covid/Mask Policy Guidelines – Lauren C / Michelle H – discussed history of policy, recommended classroom level modification that take DHS quarantine, school requests guidance on a policy/next steps; Goal: Safe education/work environment – prevent going virtual; discussed getting an independent recommendation/review on the suggestions from DHS* * *Pre-K 2022/23 - Lauren C / Kenny Hamner – Capture Update* * *Long-term building – Vimal / Eric W Near-term and long-term – reviewing lease terms / capturing long terms plans for school. Discussed HS class needs -- growth would require (teachers, students, specific class size) to be financially viable. Focused on short/long term plans. Discussed confirming if what we have currently at school enough or if purchasing school is an option for growth* * *Curriculum Adoption Policy – putting to vote on next monthly board (11/15) meeting for adoption of sub-committee; potentially utilize best practices from other school to guide recommendations. Discussed potentially have LaShonda leading subcommittee + since Academic related.* |
| **Other Notes** | * *Discussed potentially having hybrid board meetings, alternate months for in-person vs virtual board meetings* |
| **Meeting Adjourn - 6:00pm** | *Adjourned – 6:36pm* |