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Governance Committee Agenda/Minutes for January 17, 2025

Members: A. Galati, J. Johnson, J. Gutierrez, J. Santini, T. Gulbransen
Absent:

Location: Room 288, Middle School

Agenda

1. Board Terms and Proposed Election Schedule:
    a. Per Jon's email - Very brief comments on the Board Terms & Proposed Election Schedule:
        i. I have reordered (from the board roster) and renumbered the seats as teachers (1-4), parents (5-8), and community member (9)
        ii. Based on the terms of each position, there would normally be two vacant seats in May's election (M. Stiles, D. Keyes).
        iii. Next year, there would be five vacant positions in the election. That does present some risk.
        iv. This year, I propose putting a two year seat for the vacancy due to N. Donnay's resignation – thus 3 up for election
        v. Next year, I propose changing one of the parent's terms to a 2 year term (no preference on the person). This means 4 would be up for election.
        vi. Thereafter, the cycle returns to 3 seats up during an election cycle.

2. Check in: Jon - Governance "To Do" template
    a. Do we have any policies for the upcoming meeting?
    b. From Nov. 4, 2024 meeting:
        i. Jon - I would suggest no meetings in June, July, and December.
        ii. August can be the planning meeting for the year, where the policies for annual review are scheduled.
        iii. May Meeting. As well as reviewing the year and future policy work, this meeting can focus on the board election, who will update rosters, schedule training, get Schedule K signed for our authorizer, etc.

1. Invite Nicole to Governance in January to start the election process and discussion.

c. Policies requiring annual review – there are only a few of them – Crisis Management, Student Discipline, Violence & Harassment, . . maybe the Anti-Bullying policy too. If there are no significant changes to these (based on legislation), I would suggest only doing a second reading/approval – since board members will have seen this in the year prior.

d. Bylaws & Governance Manual Training – for this year, I would like to push that to January.

e. **Check in:** Review of other policies. We can discuss but I would suggest that, if we agree, we put the other policies on a 3-year rotating review schedule. If we agree to that, I can start populating the document.

f. The only open item or caveat is if we get significant legislative changes (with deadlines) which would require us to meet in July, edit policies, get approval, etc. Friends of Education, MN Assoc. of Charter Schools and legal counsel will send updates on legislation. Also work with Terri Smith, HR.

g. Check in: Jon will go through the spreadsheet and review where policies go and the year they need to be reviewed to start our review process as we go forward.

3. **Check in:** Revisit our Bylaws due to changes made by Amy Mace.
    a. Review these in January
4. **Follow up:** Governance will need to go through the Family Handbook and decide which handbook policies need to come out and be formalized as school policy. Timeline for this?
5. Future Meetings:
    a. Branding of Policies Board Policy Template and Narrative Template
    b. Should we create a Google doc/form/something for Board members to review before training, as suggested by Kristen.
        i. Continuous board training? Is this of interest?

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ii. Who would create and administer this?

6. Set the next meeting date -

Respectfully submitted by A. Galati