

CHARTER SCHOOL OF INQUIRY

Governance Committee Meeting Minutes
Meeting Date / Time: September 30, 2020 4:30pm

Minutes Recorded By: J. Peters

Committee Chair	Jan Peters			
Committee Members	Name	Present	Excused	
	John Sheffield	X		
	Lynn Monin	X		
	Helene Kramer	X		
	Latise Hairston	X		
	Mary Jo Pheiffer	X		
MEETING AGENDA, MINUTES AND ACTION ITEMS				
Agenda Item	Discussion	Action Item	Responsible Party	Due Date
2019/2020 HOS Evaluation	Helene is consolidating the Trustee feedback for the HOS evaluation in preparation for our meeting with John	Governance committee agree to meet with John to go over it with him on Friday, November 6 from 4:00-4:30pm	Helene, Mary Jo, Latise, and Jan	11-6-2020

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2020/2021 HOS Evaluation Goals and competency review	John is considering consulting with Greg Speranzo from Mindstorm Consulting regarding the goals and competencies in the next evaluation period.	Greg is reviewing the process and evaluation instrument and will provide a proposal and fee. John will report to the Governance Committee Greg’s availability or an alternate choice for Consultant.	HOS	Prior to next meeting
BOT Member Recruitment Process	The Committee discussed areas we identify where the Board could benefit from more bench strength and determined the following considerations a priority for Trustee recruitment: <ul style="list-style-type: none"> • African American Culture knowledge and expertise • Compliance and grant writing • Marketing and PR • Ethnic Diversity 	John agreed he will reach out to Devonya Havis, an African American professor with expertise in African American Culture to gauge her interest with trustee membership	HOS	Prior to next meeting
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HOS Succession Planning	The committee discussed the Education Board Partners document entitled, "Creating a Plan for Charter School Leader Transitions"	<p>Invite Shereen Williams to the next Governance Committee Meeting to discuss succession planning</p> <p>Complete Information and Contact Inventory for Emergency Succession Planning</p>	<p>Helene and Mary Jo</p> <p>John and Linn</p>	<p>11-24-2020</p> <p>TBD</p>
Board Chair Succession Planning	The committee discussed the need to focus on BOT candidates that have Charter School Board member experience suitable for future Chair opportunity	<p>In our Trustee recruitment efforts the Governance Committee agrees we must give special consideration to Trustee candidates who have potential for succession to the BOT Chair position</p> <p>Helene will share list of Chair work activities with Governance Committee for review</p>	<p>Governanc e Committee members</p> <p>Helene</p>	<p>Ongoing</p> <p>Prior to next meeting</p>
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Legal Review	The committee agreed to recommend to go forth with Union communication for compensation increases	Plan for next calendar year pending discussion of election results and any resulting budgetary considerations	Governance Committee	Next meeting
Term Limits	Discussed pros and cons	Discuss with Shereen Williams	Governance Committee	Next meeting
Next meeting				4:30 pm Tuesday 11/24/2020
Meeting Adjourned	Approximately 6:00 pm			