

CHARTER SCHOOL OF INQUIRY

Governance Committee Meeting Minutes
Meeting Date / Time: November 24, 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				
Succession Planning	<p>Shereen Williams from EBP joined the committee and shared slides on Succession Planning Best Practice and Term Limits</p> <p>Shereen shared Pros and Cons of having term limits</p>	<p>Shereen agreed to assist the committee by taking items off of Helene’s list of Board Chair responsibilities and create a chart identifying the roles where the responsibilities generally fall.</p>	<p>Shereen Williams</p>	<p>Prior to next meeting</p>

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Agenda Item	Discussion	Action Item	Responsible Party	Due Date
BOT Trustee recruitment process	Shereen shared her thoughts on how the committee should proceed with candidates	Sherene agreed to share her <u>Interviewing and Onboarding Guide</u> with the committee members as well as other resources such as <u>Recruiting for Diversity Without Disrespecting People of Color</u>	Shereen Williams	Prior to next meeting
BOT Job Descriptions	Committee discussed the need to ensure BOT job descriptions were updated	Helene, Mary Jo, Latise and Jan agreed to meet on Tuesday 12-1 to discuss next steps for interviewing our 2 BOT candidates and gauging interest with Board members for potential succession to Board Chair		12-1-2020
2020/2021 HOS Evaluation Goals and competency review	John shared his reasons for working with Andy Steck as a Consultant on the goals and competencies in the next evaluation period given Andy's vast experience as a HOS.	Committee agreed with John's selection and John will proceed with working on the 2020-2021 instrument with Andy Steck.	HOS	Prior to Calendar year end

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Union Compensation increases	The Committee discussed the issue of staff compensation.	Plan for later in 2021	Governance Committee	Future Meeting
Next meeting				4:30 pm Tuesday 12/22/2020
Meeting Adjourned	Approximately 6:15 pm			