

CHARTER SCHOOL OF INQUIRY

Governance Committee Meeting Minutes
Meeting Date / Time: March 30, 2021 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
Progress/Next Steps, and dates with Andy whom John will engage for assistance with his 2020-2021 HIS evaluation	Governance Committee is requesting a Board Member willing to oversee the process with Andy and John with check-ins end of March, April and June	Latise is primary and Jan back-up. A call with Andy will be scheduled	Latise and Jan	Prior to next Governance committee meeting 4-27-2021

CHARTER SCHOOL OF INQUIRY

Governance Committee Meeting Minutes
Meeting Date / Time: March 30, 2021 4:30pm

Minutes Recorded By: J. Peters

HOS Succession Planning	John received contract options from Joan Gracie from APA Solutions for assistance with Assistant HOS search	John will send known qualified candidates for APA to vet along with others identified in the search process	John must fill these positions before June 2021	Prior to June 2021
Board Succession Planning	Accepted changes made in Chair and Vice-Chair BOT job descriptions Edits were made to Treasurer and Secretary job descriptions	Helene is drafting the final versions	Governance Committee	Next committee meeting
Board Self-Evaluation Forms	Committee reviewed three of the ten benchmarks on which renewal is evaluated that relate to the work of the Governance Committee	Committee addressed the Board Strengths, challenges and Strategies for Improvement/Maintenance for the following: Board Oversight and Governance Organizational Capacity Legal Compliance	Governance Committee will share draft at BOT meeting	Preparing for site renewal visit
Next Meeting Date				April 27, 2021
Meeting Adjourned	Approximately 6:00 pm			