



LTCS Governance Committee Agenda

Feb 22, 2021

Location: <https://zoom.us/j/9859672046?pwd=RXBFkMzc2F5T09MTkU1TnVmMVZ4QT09>

Agenda Topic	Meeting Notes / Previous Sessions Comments
Call To Order - 5:00pm	Attending: Vimal Patel, Ashley Busby
Board Recruitment (ASHLEY) <ul style="list-style-type: none"> ● Size of Board <ul style="list-style-type: none"> ○ Goal = 12 ○ Current = 7 ○ Minimum = 7 ● Candidates = 0 ● Priority Professions <ul style="list-style-type: none"> ○ Finance (priority) ○ Lawyer 	<ul style="list-style-type: none"> ● <i>Local Events:</i> <ul style="list-style-type: none"> ○ <i>Attend a Fayette Chamber of Commerce event</i> <ul style="list-style-type: none"> ▪ <i>Confirmed School still a member</i> ▪ <i>Discussed developing a flyer or document</i> ○ <i>Discussed potentially pulling Coweta and Fayette Chamber List of Business/Category</i> ● <i>Ashely to connect with Principal King on:</i> <ul style="list-style-type: none"> ○ <i>Communication via Digital Media</i> ● <i>Utilize Exhibition night for Sub-Committees recruit in future</i> <ul style="list-style-type: none"> ○ <i>Set up a table to capture parent feedback</i> ○ <i>Board member / school staff / prospects – 1 hour before tour?</i> ○ <i>Less for recruitment – more for visibility of board</i> ○ <i>Next Exhibition Night is April 22</i>
Board Members – Align on Capacity/needs	<ul style="list-style-type: none"> ● <i>Board members and leads of most committees have changed since June. Discuss if there is an opportunity to balance.</i> <ul style="list-style-type: none"> ○ <i>Check with Lauren about Development Committee situation.</i>
CPF Score (VIMAL) <ul style="list-style-type: none"> ● Determine areas of measurement / deploy 	<ul style="list-style-type: none"> ● <i>Finance: completed and rolled out</i> ● <i>Operations: Revamp/update previous operations checklist – taken feedback from last 2 years audits/adjust – review with Principal King and rollout. Target to provide documents to Principal King by end of school year</i> ● <i>Academic: Academic committee discussed in Jan’22 meeting. Has on roadmap for deployment</i>
Updating School Policies (MICHELLE)	



<ul style="list-style-type: none"> ● Determine how we can divide and approach the updates / inquire on purchasing ● Update language to remove HS references 	<ul style="list-style-type: none"> ● <i>Inquire of paths of purchasing and/or who would be interested in supporting</i> <ul style="list-style-type: none"> ○ <i>Elisa Falco at the GCSA</i> ○ <i>Michelle Neely – working on a group rate with BoardDocs-lots of features on version control</i> ● <i>Waiting for feedback from SCSC visit Jan/Feb</i>
<p>SCSC Required Training For Board 2021-2022 (VIMAL)</p> <ul style="list-style-type: none"> ● Part 1 - In-person training will earn you 9 governance training hours <ul style="list-style-type: none"> ○ 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 <ul style="list-style-type: none"> ○ December 7, 2021 ○ January 25, 2022 ○ March 23, 2022 ● Requirements – Part 1 & 2 to be completed by June 30, 2022 <ul style="list-style-type: none"> ○ 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) 	<ul style="list-style-type: none"> ● <i>Need to relay requirements regularly on monthly board meetings – document completed sessions</i>
<p>Strategic Plan</p> <ul style="list-style-type: none"> ● Review and Discussion 	<p><i>Discussed getting a benchmark from another school to see more defined / actionable tasks within plan. Discussed each Governance Committee Member reviewing and then discussing during next monthly meeting.</i></p>
<p>Ongoing Tasks</p> <ul style="list-style-type: none"> ● Load missing agendas & minutes from past 	<ul style="list-style-type: none"> ● <i>Ensure attendance is tracked by updating and uploading meeting minutes</i> ● <i>Vimal to purge files relative to Governance to gauge effectiveness</i>
<p>Subcommittee Progress / Long-Term Board Tasks</p> <ul style="list-style-type: none"> ● 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) 	<ul style="list-style-type: none"> ● <i>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.</i>



	<p><i>(need to determine if a policy needs updated or is fine; we should not get into the decision making of masks or not)</i></p> <ul style="list-style-type: none"> ● <i>Pre-K 2022/23 - Lauren C / Kenny Hamner – Capture Update</i> <ul style="list-style-type: none"> ○ <i>Vimal will check with Mrs. King on for update on school desire for Pre-K program. Mrs. King confirmed support</i> ○ <i>Jan’22 process opens. Team working through process</i> ● <i>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. Align with Strategic Plan that is currently being developed.</i> ● <i>Curriculum Adoption Policy – moved to Academic Committee discussion. Will share with Governance by June for adoption prior to adding vote on July board meeting</i>
Other Notes	<ul style="list-style-type: none"> ● <i>Discussed potentially having hybrid board meetings, alternate months for in-person vs virtual board meetings. Feb meeting potentially hybrid.</i>
Meeting Adjourn - 6:00pm	<i>Meeting Adjourned at 5:50pm</i>

Next Meeting Scheduled for: March 17 5pm