

**Governance Committee
December 16, 2020
4:00pm-5:00pm
Meeting Minutes**

Agenda	Discussion	Action Items
Call to order, roll call, approve Agenda	Kinley calls the meeting to order at 4:00	Bridget motion to approve the agenda for 12/16/20. Mai Ka second. Bridget - aye Mai Ka - aye Kinley - aye Motion Passes
Governance Committee Goals Check in: A: ED Review	We can use ignite(sp?) to keep all of the documents and data in order for the performance review. Charter Source has templates that can help calculate if we want to look into options with Beth. Vong can also support in automating the template on the data side.	
B: Board Orientation/ Hand Book	Kevin sent his update via email. We are waiting for Eugene from MACS to provide some resources and templates. After the handbook is finished we will lay out who is responsible for executing which parts of the orientation to streamline the process.	
C: Governance Training	We have access to the Charter Source training portal included in our contract. It includes various topics. We will be asking board members to complete the Pandemic series prior to the Jan 11th board meeting because it will support our discussions around elections and learning models. Bridget will email the board with the expectations.	
D: Tracking review school policies	Mai Ka has been a HUGE help with compliance!! Her spreadsheets and documents have made it easy to start to review policies and keep track of what has been reviewed already. Moving everything online has extremely helped. The policy list.calendar is on epiccenter Bridget has a list of recommended policies and she will send it to Mai Ka Mai Ka is working with Jeff on a way to better post and organize approved policies on the school website.	
E: Election	At the Regular December board meeting, Janie and Ker volunteered to be on the election committee. Bridget and Mai Ka will support them as needed.	
Meeting Adjourned		Bridget motions to adjourn at 4:46pm. Mai Ka second. Bridget- aye Mai Ka- aye



Committee Minutes

Kinley- aye

- ◆ In Attendance: Bridget Mealman, Mai Ka Yang, Kinley Vang
- ◆ Meeting adjourned at 4:46pm
- ◆ **Next Committee Meeting: Jan. 20th, 2021 at 4pm**