

Date: September 26, 2019

Start Time: 4:10

End Time:

Present: Paula, Becki, Georgejeanna, Colleen, Kim

4:15 pm

1. Established the following that will be shared and voted on with entire group

Mission: The governance Board for NEW and JDAL is committed to ensure that the schools operate efficiently, effectively and in accordance with the Charter mission, values and goals of the schools, putting students at the center of all decisions.

Vision: Forming a foundation for the sustained health and growth of our Charter Schools.

Values for Governance Board: Keep students and their learning at the heart of all decision-making and problem-solving.

1. Be an engaged Governance Board Member:
 - Come to the meetings prepared to participate
 - Contribute to board meetings and committee work with thoughtful conversation and input for problem-solving and decision-making
 - Support governance board decisions publicly
 - Encourage one another
 - Respond to emails and texts within 24 hours of receiving the message(s)
2. Conduct meetings efficiently and effectively:
 - Be respectful of one another
 - Build in meeting time for board members to socialize and build relationships
 - Be familiar with agenda to maintain the intended flow for the meeting
 - Make guests and visitors feel welcome
 - Begin and end meetings on time
 - Provide information to fellow board members in a timely enough fashion for board members to read and reflect on it before being asked to respond to it.

4:45

Discussion regarding our role, role of administration, instrumentality vs. non-instrumentality boards....

Decisions:

- Board Make-Up
 - President
 - Vice-President
 - Secretary
 - Treasurer
- Hold off on committees until we better understand what we actually need vs. guessing
- Board Calendar
 - July/August

- Establish School Dashboard
(Board identifies what variables are based on previous year)
 - Review standardized assessment results
 - Review enrollment status

Financial update
Review Grant Progress
Establish Board Goals

- September
 - Review Standardized Assessment Results
 - Review school progress on quarterly goals
 - Review audit results (when appropriate)
- October
 - Review and Accept Audit
- November
 - Budget updates
 - School Dashboard Review
 - Board Goal Review
- December
 - Communication of Review Status
- January
 - Review Enrollment
 - Review Preliminary Budget for Next Year
- February
 - School Dashboard Review
 - Board Goal Review
- March (Operational)
 - Collect Conflict of Interest
 - Review By-laws and Policy
 - Charter Contract Review
- April
 - Board Assessment regarding ability to govern, efficiencies, etc.
 - Approve Annual Budget
 - Review Board Member Commitments and begin recruitment (if necessary).
- May
 - Potential “Catch Up” Meeting
 - Continue Board Recruitment if necessary
- June
 - Board Goal Review
 - School Dashboard Review
 - Administrative Review (Closed Session)
 - Add New Board Members

5:15 pm

Governance Board Member Responsibilities:

1. Working Closely with the Charter School's **Authorizer/Administration** to ensure educational goals are met.
2. Responsible for.....
 - Submitting, Maintaining and complying with contractual obligations per GBAPS
 - Selection of Charter School **Authorizer/Administration** (in collaboration with GBAPS)
 - Overseeing the mission and strategic plans of the Charter Schools
 - Coordinating public relationships, collaborations and strategies
 - Establishing policies
 - Overseeing and approving the site budget
3. Governance Board Members agree to....
 - Supporting the mission, vision and values of the Governance Board
 - Attend regular meetings of the Governance Board
 - Commit time to develop financial and other resources
 - Review and act upon administrative recommendations brought to the Governance Board for action
 - Prepare for decision-making and policy formation at Governance Board meetings
 - Take responsibility for self-education on the major issues before the Governance Board
 - Participate in annual Governance Board member self-review
 - Participate in the ongoing Governance Board development and planning meetings
 - Visit the schools at least one time per year.
 - Utilize personal and professional skills, relationships and knowledge for the advancement of the Charter Schools.

6:00 p.m.

Division of Roles between Governance Board and GBAPS School Board

changes**

	GBAPS	Governance Board	JDAL and NEW Administration
Planning	Establishes the District purpose and mission	Collaborates with administration on the mission and program direction for the charter schools.	Reports on progress

			toward program goals
Policy		Develop and adopt written GB policies and by-laws	
Resource Development		<ul style="list-style-type: none"> Assures long-range commitments of resources Establishes a fund development plan and participates in its implementation Receives notifications....	
Board Accountability		Facilitates the onboarding of new Board members	Participate in the onboarding of new Board members (school tour, etc.) Communicates with GB.
Community Relations			