



Governance Committee Minutes for August 12, 2024

Members: N. Donnay, A. Galati, J. Johnson, J. Gutierrez, J. Santini

Absent: M. Stiles

Agenda

1. Policies Update - See e.
 - a. A. Galati - Chemical Use and Abuse
 - i. Jon is working with T. Smith and A. Tiffany to clarify what we have in place.
 - ii. Will connect with Amy Mace after hearing from T. Smith and A. Tiffany.
 - b. J. Johnson - Use of Peace Officer
 - i. Jon will pass this policy to Peggy Rosell for review.
 - c. J. Santini - Mandated Reporter for Vulnerable Adult
 - i. Jon will pass to Peggy Rosell and Terri Smith for review.
 - d. M. Stiles - Student Surveys (Absent)
 - e. Per M. Stiles: Looking at all the emails Amy Mace has been sending regarding policy and bylaws suggestions (of which they all appear reasonable), I'm wondering if we should have Amy make the first draft/adaptation of any new required policy for SCPA, vs. one of us trying to take a crack at it first. I don't mean for us to be lazy, but some of her email exchanges with Jon seem to imply that having her office make any changes first will ensure they will be done correctly.

Note: N. Donnay will make a table for tracking policies.

2. Governance Training: J. Gutierrez
 - a. MN Statute 124E - Located in Governance under Other docs.
 - i. Notes: J. Gutierrez walked the Governance team through MN Statute 124E with the new legislative changes.

3. Board Roster - Extend B. Hajlo's term. - through 2026 - Make a motion at the August Board Meeting.
 - a. Motion: I make a motion to extend Bob Hajlo's board term for an additional year - through July 2026 to support the transition to a new Executive Director.
4. Upcoming Board Meetings: Policy Schedule per Board Calendar and Presentation
 - a. August - None
 - b. September training
 - i. SCPA Bylaws - Jon
 - ii. Board Governance Manual - Jon
 - c. Eventually, Governance will need to go through the Family Handbook and decide which handbook policies need to come out and be formalized as school policy.
5. Confirm - Professional Development for Jon for the next year. **Is Succession Planning Committee handling this or does it fall under Governance?
 - a. Jon and Nicole will bring this to Succession Planning's meeting.
6. Move to September meeting: Professional Development future planning if the new Executive Director is not licensed. If so, where and when do we begin thinking about this in preparation to make a proposal for the board?
7. Future Meetings:
 - a. Branding of Policies Board Policy Template and Narrative Template
 - b. Should we create a Google doc/form/something for Board members to review before training, as suggested by Kristen.
 - i. Continuous board training? Is this of interest?
 - ii. Who would create and administer this?
 - c. Should we reach out to individuals to determine interest in forming additional Board committees (Growth/Replication, PSEO/Upper School Retention)?

- d. Should we talk to the Finance and Compensation committees to see if Compensation should be under Finance?
- 8. Set the next meeting date - September 2024 at 4:15.

Respectfully submitted by A. Galati