

Governance Committee Meeting  
November 20, 2015 - 1:00 P.M.  
Secondary Campus Conference Room

Meeting was called to order at 12:57 P.M.

In attendance: Cindy Burnett, Gary Webster, Robyn McFerren, Jennifer Purdee

Addition/Changes to the agenda: Cindy asked to add discussion update on communication with David Hostetler regarding Bylaws (placed before number 3 on the agenda)

Cindy Burnett informed Committee on discussion about bylaws updates. David Hostetler agreed to have the copy with track changes by December 1st. This will allow the committee time review before presenting at the December board meeting.

A timetable was created and shared with Committee members and Jennifer Purdee to show due dates for each policy series and when they would be expected to be completed and given to the Board for review and approval. This timetable was shared with Craig Killen as well. Jennifer Purdee recommended that the timetable be shared with David Hostetler and Cindy agreed to do so.

#### **Code of Conduct**

Cindy reported she met with Mr. Bridges, Mrs. White and Mrs. Purdee to get their input on our current Code of Conduct. They would like to see more detail and more covered and suggested using the Gaston County Code of Conduct as a point of reference. Gary Webster asked where a copy of the Gaston County Code of Conduct could be found and Cindy offered to e-mail committee members a link.

#### **Voting Process for Board Parent Reps**

Gary Webster shared that he was not able to find any information on CFA schools' Parent Rep voting process. He recommended that the voting window be open for 3 days. (Thursday, Friday and Saturday). Jennifer commented that two employees are required to be present for the entire time that voting is open and that having the window open for 3 days may be a challenge.

Robyn McFerren has not had any replies yet from the Charter Schools she has contacted. Robyn asked for some specific questions to ask when she is able to talk to contact someone. Jennifer recommended reaching out to David Hostetler to find out if other Boards interview parents and what the majority of schools do. She also recommended reaching out to Tom Miller.

#### **Series 200 Personnel**

Jennifer Purdee shared that this policy series was written with the help of CFA. The committee discussed what might need to be updated.

The words "managing director" need to be changed to "Head of School" and titles for Elementary and Secondary Directors needs to be changed where appropriate.

Section 202.3.4 Compensatory Time: is confusing to read. Robyn Mcferrin recommends wording this differently.

204.1.7 Nepotism: Need to add that if a Director hires a relative in must be disclosed to the board upon recommendation.

206.7 Teacher Workdays. Ask David if we need to specify in our policy what days are mandatory and what days are optional.

207.3 Does employment or service on the Board of another Charter School need to be disclosed to Board?

Do we need to include a section on the expectations of conduct on Social Media?

The date for the next Committee meeting was set for Friday December 4th at 1:00 P.M. at the Secondary Campus Conference room.

Meeting was adjourned at 2:23 P.M.