

FHM Governance Committee Meeting

Meeting Minutes

October 26, 2018 at 8:10 in FHM Conference Room

Present: Chris Webber, Jill Fricker, Jenna Layne, Aneta Rettig, Astrid Makowitz

Next meeting: Tuesday October 30th, 3-6pm, FHM Conference Room

Agenda

- Review first 25 pages of the BoD manual changes. Can we have expedite changes to maximum number of Governance Committee Members? And Aneta made a comment on one of the red-lined BoD Manual copies: Why is this number so rigid anyway?
- It would be great to start talking about how to construct and implement an orientation and training plan for new Directors as well as current BoD training needs (this is in the manual and a great to have in place). If someone on the committee could spearhead this effort? We started talking about this at the last meeting.
- Any word on a new Staff Liaison?
- Potential change in time/location/day for our monthly meetings?
- Backup for taking meeting minutes when I'm not able to attend.

Discussion

4 undefined Members Jill Fricker, Jenna Layne, Katrina Smolka, Chris Weber are defined as Parent Member we will communicate that to Susan Vallier

Another role of the Governance committee is to construct and implement an orientation and training of the Board of Directors

There is current a 40 hour online state charter board that offers a certificate of completion that we have formerly required.

Annual conflict of Interest Form is required related to non-profit status

We propose an onboarding guideline

Some suggested titles include Robert Rules of Order, Meeting Code of Conduct/Expectations

Then compile the checklist of requirements and recommended resources in a binder and provided to new members in April prior May business.

Review of FHM policy manual

Page 1 Correction of address and phone numbers

Page 5 change contract to agreement

Page 5 date correction

Page 5 change faculty to include Montessori teacher, governance committee added requiring Montessori in all classrooms including in times of lead

Page 6 innovation Plan 'as amended'

Page 5 and 6 change to district public option school with innovation status approved by Governance Committee

Page 6 consider including logo and colors while updating the motto

Page 6 Legal Status update last date of revision, should we talk about the history, innovation change in status in 2018, should we have a preface that states inception, innovation status, and major revision in structural framework

Page 7 seek legal council if articles of incorporation and bylaws are still required with status change

As a committee we are seeking three hours to dedicate to the edits, two dates offered 10/30 3-6pm, 10/31 8-11am

Aneta will work to get Governance Agreement and Innovation Plan that clarifies charter stuff and other requirements

In the future we plan to review the bylaws, after the Board clarifies legal significance

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Action Items/Discussion Items For Next Meeting (October Follow-up and November)

- As a committee we are seeking three hours to dedicate to the edits, two dates offered 10/30 3-6pm, 10/31 8-11am
- Aneta will work to get Governance Agreement and Innovation Plan that clarifies charter stuff and other requirements
- In the future we plan to review the bylaws, after the Board clarifies legal significance
- Jill and Jenna will initiate compiling all possible BoD training and orientation modules/courses and checklist thereafter
- Astrid to ask BoD about meeting agendas and minutes templates for Governance Committee to use.