

Governance Committee Report

Executive Summary

Here are updates to the strategic plan:

- Board Dashboard – Working on making the dashboard available to the board.
- Update policies and by-laws – Discuss proposed board election policy and review policy 4.1.2 Board Evaluation – No updates.
- Executive Director Evaluation – No updates.
- Board Training – List of modules to review for this month and next month.

Strategic Plan

Board Dashboard

Unfortunately, I was unable to get the board dashboard available this month. I will continue to work towards that goal.

I met with the Facilities Committee this month to cover items that we are interested in receiving for the dashboard.

Update Policies and By-laws

This month, we are reviewing proposed board election policy. Because there has not been any written policy about this before, I want to receive feedback this month prior to voting on this policy next month. The goal of this proposed policy is to provide basic guidance while giving the board the ability to make minor adjustments as needed. Please notice that if we do approve this policy next month, we will also need to complete step one of the policy, as well. One other thing I have found as I have reviewed our Bylaws is that elections don't just have to be for electing board members, but that the board can also refer to the community items to vote on. I don't know when this would be used, but something to keep in mind.

4.1.4 Board Elections

Please refer to Article 5 of the Bylaws for specific guidance around the timing of the election, applying to the board, manner of elections, eligible voters and notification required for elections.

(1) In March of each year or prior to any special election, the Board will vote on the following in preparation for the April or special election:

- *Dates for the upcoming election. Per the Bylaws, a regular election will take place after the April meeting and last for a minimum of four school (student contact) days. Special elections timing will be determined by the board.*
- *Number of open seats*
- *Membership of election committee – Membership should consist of the following:*
 - *One board member who is not up for election*
 - *Minimum of two eligible voters*
 - *One staff member as appointed by the Executive Director*

(2) The community will be notified of the upcoming election and given an opportunity to apply for the open positions. Applications must be received by 5 PM five days prior to the April board meeting. To be an eligible candidate, they must meet the requirements listed in Section 3.2 of the Bylaws.

(3) Candidates will be given the opportunity to speak at the April board meeting and provide a brief biographical statement and reason for running for election that will be provided to the community.

(4) The school office will provide a list of email addresses of eligible voters.

- Eligible voters are determined by Section 5.4 of the Bylaws.

(5) Balloting will be done by an electronic form. Voters without access to the electronic form may come to the school office to use computers there to submit their votes. The form will contain the following:

- The number of open seats
- Names of the candidates in alphabetic order by last name
- Email address – used to verify eligibility of voters.
 - If possible, email addresses will be validated automatically, and only valid votes will be submitted to the election committee.

(6) Each eligible voter may vote for one candidate for each board member position up for election. No votes will be counted from any ballot containing more votes than available seats.

(7) The election committee will gather to count the votes at the conclusion of the election period. Candidates with the most votes will be elected members of the board. Winners will be notified by the committee and official results will be announced at the May board meeting. Results will be recorded in the minutes and ballots will be destroyed 90 days after the election. Refer to Article 5.3 for information on challenging votes.

(8) Newly elected board members will be expected to attend the May board meeting where officers will be elected during the first meeting of the board. Official terms start on June 1st.

Policy Review

As part of our monthly policy review, we are reviewing section 4.1.2 *Board Job Description*.

Board Evaluation

No updates to the board evaluation process for this month. Here is our current scoring:

Board Evaluation Total Point Possible: 90

Board Evaluation Scoring for 2021 - 2022											
Mtg Item To Board	Mtg Item Posted	Motion to Board	Motion Posted	Eval to Evaluator	Eval to Board	Reg Mtg On Time	Special Mtg On Time	Mtg Length	Committee Goal	Total	Total %
9	9	7	9	10	10	7		8	1	70	78%

If any committee has updates on their goal progress, please get that to me so I can update it. I know many of them may not be things completed until the end of the year, which is fine. Just understand that it skews the scoring at this time right now. If all committee goals are completed, it will bump our score up to 88%.

Executive Director Evaluation

No updates for the board this month.

Board Training

Here is the list of training modules to review for the February meeting:

- Building Relationships
- Communication

- Parental Involvement

Here are the modules to review for March:

- Data Driven Decision Making
- Board Assessment
- School Improvement Plans and Needs Assessment

Other Business

Next Meeting

To be determined