

Governance Committee Meeting Minutes  
August 19, 2013

Attendees: Ann Marie Roder, Sean Koster, Bob Zarriello, David Goeske, Marcus Mianulli, Doug McGuire

1. Changes in Beacon Academy By-Laws:
  - a. To reflect the change in meeting days. Current by-laws state the meeting dates must be the second Thursday of the month. David received wording from IQS, our Authorizer.

Section 2. Regular Meetings. *Regular meetings of the Board of Directors shall be held monthly. The schedule of regular meetings shall be set at the annual meeting and posted on the school website. A schedule of the regular meetings shall also be kept on file at Beacon Academy's primary office. If a decision to hold a regular meeting at a time or place different from the time or place stated in its schedule of regular meetings, it shall give the same notice of the meeting that is provided in section 13D of the Minnesota State Statutes for a special meeting.*

- b. There will also be a future discussion regarding the current wording under board of directors. The wording is confusing when it refers to the teacher majority. There is reference to an old state statute that required a teacher majority. This was overlooked when the by-laws were revised in 2012. David will be bringing this up at the next board meeting.

2. Charter School Law Conference: Ann Marie attended the 5<sup>th</sup> annual charter school law conference on August 1<sup>st</sup>. There were several changes in the law for charter schools. Some of these laws went into effect August 1<sup>st</sup> and there are others that won't be effective until the 2014-2015 school year.
  - a. Requirement of teacher evaluation: we use Q-comp for this requirement.
  - b. Annual report used to be due in October. Now there is no due date but it must be put on our website.
  - c. We are still awaiting the policy package we purchased from Booth and Lavorato. Many of the required policies in the new law may be included in this package. Ann Marie will email Cindy and ask when we can expect these policies.
3. Staff Handbook: Each year Jan emails out a staff handbook to all the employees. We reviewed a list of the policies she currently includes. It was decided that we should also include all the student policies which would add 25 more policies.