

**NCVA Governance Committee Meeting Monday December 10, 12 Noon**

**Dial-in: Dial In (641) 715-3580 Access Code 926-717**

**Agenda**

- Policy Review
- AW Checklist Review
- Administrative Withdrawals

**Minutes**

<b>Committee Members Present</b>		<b>Non-Voting Members in Attendance</b>
Sara Struhs		
Steve Moody		
		Joel Medley, K12
		Chris Withrow, K12

I. CALL TO ORDER

Mrs. Sara Struhs called the meeting to order at 12 Noon.

I. Discussion Items

The committee discussed the following policies.

110 Code of Ethics – This policy was revised by the board’s attorney to clarify that activities undertaken by board members would be bound to the policy if the action was exclusive to the board related work.

205 Student Disengagement and Withdrawal – Was discussed, the committee asked for clarifying wording to be inserted, and then for review afterwards.

210 Critical Days – add including, but not limited to, for specifying the necessary days.

215 Enrollment Lottery – add the following language to comply with recent legislation:

A parent or legal guardian on active military duty may, upon request submitted to the charter school, seek to participate in the school lottery. In addition to the lottery information, the parent shall provide a copy of the official military order transferring them to a military installation within the boundaries of North Carolina.

310 Employment Contract – add language which would allow NCVA to recoup losses in the event that a staff member leaves and does not return company property.

Final compensation will be released upon return of all materials, evaluated on a case by case basis.

425 Tuition Reimbursement – This is a new policy which specifies:

1. Eligibility
2. Amounts
3. Commitments
4. Substantiation
5. Reimbursable Expenses

The committee recommends the board approve the above stated policies with the exception of 205 at its next meeting.

The committee reviewed and approved the Administrative Withdrawal Checklist.

The committee reviewed the administrative withdrawals put forth by the HOS and approved those recommended and recommends the board approve them at their next meeting.

## II. ADJOURNMENT

With all business concluded Mrs. Sara Struhs adjourned the meeting at 12:45 PM.

Next Scheduled Meeting – TBD

Dr. Medley and I conducted a review of the policy blocks, 200 – School Operations and 300 – Personnel. Further, I asked Mr. Hostetler, Attorney, to amend the ethics policy to clarify that this policy refers to NCVA business. Lastly, K12 has provided a draft policy to address Tuition reimbursement for staff.

### Summary of Recommendations

110 Code of Ethics – stated above

205 Student Disengagement and Withdrawal

- Remove references to Kmail – no longer in use
- Remove 15 lessons regarding “sufficient” progress
- Removed extra space between member will
- Modify the statement to remove behavior language

“Such examples might include truancy (10 days of consecutive unexcused absences), inappropriate language/behavior to other students/staff not attending state testing, or other situations that must be rectified instantly.”

To Be

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425 Tuition Reimbursement

Would you please review the attached policies, and would you be available for a noon conference call December 10, 2018 to discuss?

Chris