

Governance Committee Minutes

September 26, 2017

Committee Members Present: Chris Bewell, Julie Richards, Liz Coenen, Melissa Santrach

Policy

Liz will create a policy review schedule for 2017-2018.

Reviewed *Acceptance and Administration of Gifts Policy* (#706). Clarification needed regarding the valuing of stock gifts. Melissa will present a revised draft to the committee at the October meeting.

Discussed need for *Student Medication Policy* and related procedures. Reviewed and discussed a sample charter school policy and procedures recommended by Cornerstone's school nurse. Chris will follow up with Liesl and draft a policy for CMES. Committee will review at October meeting.

Discussed the need for a background check procedure for board members.

Action: Chris will follow-up with board members elected in May 2017 and complete background checks as soon as possible. Going forward, all board members elected to a new term will complete a background check after the annual election and prior to the start of the new fiscal year on July 1. New members who are appointed after the start of the fiscal year will complete a background check prior to the start of their service.

Discussed establishing a regular schedule for repeating background checks on current employees. Discussion was tabled until further research on best practice is complete.

Governance

Ongoing discussion regarding board recruitment. Liz and Liesl are meeting with a perspective board member next week. Melissa is continuing her outreach to East Side nonprofit and business leaders.

Respectfully submitted by Liz Coenen, CMES Board Chair