



Members Present: R. Hajlo, A. Galati, J. Johnson, M. Stiles, J. Gutierrez

Members Absent:

Ex-officio Members Present:

Meeting began at 4:25 pm

Board Purpose

Discussed the purpose and agreed on the following:

The Governance Committee serves as a vital steward of St. Croix Preparatory Academy, serving the mission through dedication to policy development, regulatory compliance, board training, board election oversight, and the evaluation of board effectiveness.

Board Goals and Responsibilities

Discussed Board Training and determined the following:

- School Bylaws Training. To be done in September, by a member of the Governance Committee
- Board Governance Manual Training. To be done in September, by a member of the Governance Committee.
- Charter Agreement with Friends of Education. To be led by J. Gutierrez; the School is in renewal so the process for approval will start in September and end in June 2025.
- Minn Stat 124, Charter School Law. To be done in November, by Executive Director

Discussed Policy Review and Development and determined the following:

- Charter School Mandatory and Optional Policies. J. Gutierrez will update the current list and share with the committee members.
- Review and Approval Schedule. Based on the information shared in the previous item, a schedule will be developed for the upcoming year.
- Determine mechanism for being informed of proposed legislation. J. Gutierrez will forward appropriate information as he is aware; and send potential email lists which could be subscribed to.
- Discussed the use of legal counsel, MSBA, and Friends of Education as ways to streamline our policy development and review. This may be determined by circumstances and will continue to be discussed.

Board Effectiveness

Discussed the following as it relates to board effectiveness:

- Meeting Schedule. Regular monthly meetings will occur two weeks prior to the regularly schedule board meeting.
- Board Election Committee. Board election committee duties will be absorbed by the Governance Committee. N. Donnay will asked to join the Governance Committee (to avoid a quorum, B. Hajlo will not attend these meetings).
- Board Succession Planning. B. Hajlo will complete his term as community member (August 2025) but will not run for reelection. To build capacity, at the Board's approval/election of officers, N. Donnay would be willing to serve as Board Chair for a year, B. Hajlo could be in the supportive Vice Chair role. This may be beneficial as the organization will also be going through the final year of J. Gutierrez's succession plan.
- Executive Committee Membership. With M. Stiles participating remotely for the upcoming year, there was discussion of increasing Executive Committee membership to increase board officer capacity.
- Recruiting of Committee Members. After board discussion on May 21, plans for recruitment communication will begin in mid to end of July. In the meantime, committee members will approach those who may have expressed interest.
- Future Board Committees. It was discussed that the bylaws allow for establishing committees to do the work of the board/organization. There was discussion about future committees that may address Growth/Replication, PSEO/Upper School retention, Compensation (as a subset of Finance Committee), and Charter Agreement Renewal.

The meeting ended at 5:30 pm

Submitted by J. Gutierrez, St. Croix Preparatory Academy