

## 11/20/24

- Admin:
  - scribe (shelley), facilitator (sarah)
  - 4:00-5:30 pm
  - purpose of meeting: monthly general meeting
- Check Ins and Attendance:
  - Nicole, Shelley, Sarah, Razia, Sylvia, Andrew, Amy
- Verse
- Vote to amend/accept previous three meeting minutes (11/12, 11/5, 10/29)
- [Ops Reports](#) - *Please read Ops reports before meeting and bring any questions or concerns*
- Follow-up on action items via checking active comments.
- Agenda:
  - Vote:
    - 10/29 meeting minutes Vote to amend/accept previous meeting minutes
      - Shelley's proposed 10/29 meeting minutes edit:
        - "There were no witnesses to the pertinent substance of the grievance and the staff member resigned before the situation could be addressed further. The result is there was inconclusive evidence of wrongdoing by the Principal. From now on the Board recommends that the Principal hold no one-on-one meetings without the option of having another person present, preferably after school and especially not in the mornings before classes start for instructional personnel. The board has closed the matter and will work with the Principal collaboratively to continuously improve as framed by our evaluation process."(SR)
        - Passes unanimously
      - Corrective action plan [edit](#) (SW)
    - Finance issue to SBAC (SW)
      - Need to send corrective action to SBAC on finances by 12/1/24
    - Annual report (SW)
    - [Board Committees Proposal](#) (SR)
      - Passes unanimously
  - Inform:
    - Principal report (RAH)
      - Individual or committee to complete?
      - Special meeting to review?
  - Discuss:
    - Staff [Survey](#) review
    - Finance committee meeting/report to send to district (SW)

- Due 12/17 - submit report to district 12/1 if possible for review
- Teacher gifts must be spent by mid Jan
- Enrollment timeline - policy manual (SW)
  - Razia amended enrollment flyer; needs date
- Task accountability policy for board and principal (SW)
- Fundraising (SR)
  - Upcoming opportunity with “Giving Tuesday”
- Winter Spiral & Winter Assembly/Faire
  - DRAFT Sign-up genius for [Spiral](#)
  - DRAFT Sign-up genius for [Assembly](#)
  - Assembly 1-3 pm
  - Social 3-4:30 pm
- Calendar check (SR)