

March 24th, 2025 Governance Notes

Building C @ 4:15 pm

Abigail, Nneka, Jen N., Kari, Wendell, Kate

Succession Planning

The committee considered three scenarios in the event that MSA was in need of an Executive Director.

1. Short Term Leave
 - a. Consideration was given to current administrators step in for a 1-3 week absence.
 - b. Current administrators could assume short term ED functions for less than a month.
2. Longer Term Leave
 - a. MSA could develop a list of qualified substitute administrators to fill in for a few months.
 - b. The short term leave procedure may need to be initiated while a longer term sub was secured.
3. Retirement/Resignation
 - a. Ideally, there would be some notice to allow for a transition period of 3 months to a year.
 - b. New ED hired to work closely with current ED to gradually move functions from one ED to the next.

The chair and ED will work to develop a plan to present to the committee based on the discussion. Procedure to be completed by May board meeting.


Regular Policy Review

The following policies were reviewed and board review is recommended.

April	102	February 27, 2023	<u>EQUAL EDUCATIONAL OPPORTUNITY</u>
April	102.1	January 23, 2023	<u>RACIAL EQUITY AND INCLUSION</u>
April	102.2	February 27, 2023	<u>GENDER DIVERSE, NONBINARY, TRANSGENDER AND SEXUAL ORIENTATION EQUITY</u>
April	102.3	March 20, 2023	<u>DISABILITY RIGHTS, INCLUSION AND ACCESS</u>
May	303	April 17, 2023	<u>EXECUTIVE DIRECTOR SELECTION</u>
May	305	April 17, 2023	<u>POLICY IMPLEMENTATION</u>

May	306	April 17, 2023	ADMINISTRATOR CODE OF ETHICS
May	410	October 24, 2023	FAMILY AND MEDICAL LEAVE POLICY

Consideration of Policy 902 - Repeal

 [policy 902.pdf](#)

Based on attorney advice, this policy will come before the board for repeal in April.

Consideration of Policy 704

Tabled until May meeting.

[Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System](#)