

**BFCCPS Governance Committee Minutes**  
**January 18, 2011**  
**Library**

In attendance: Lori Clements, Anna dos Santos, Joe Perna, Don Tappin

*Meeting began at 9:35am*

Carolyn Fernandez resigned from the committee due to work conflicts.

The committee decided to have the monthly meetings on Tuesdays at 9:30am for the remainder of the school year.

**By Laws**

- Lori gave an update to Don and Joe on the changes made to the By-Laws last month.

**Policy 0001 – Board Rules**

- Changes identified last month were reviewed. A few additional changes were agreed upon:
  - 4.6.3.2 – change 10 days to 14
  - 4.6.4.2 – remove capitals from “Business Manager” since it is not currently a job title, but a function performed by the Assistant Head of School.
  - 4.8 – remove capital in “Webmaster” throughout this section since it is not currently a separate job title.
- Discussed whether to reduce the minimum number of required Board meetings.
- This policy will go to the Board for approval in February.

**Policy 0002 – Nomination**

- Numbering errors found in section 5.5. The last section numbered 5.5.5 should be deleted. Other sections should be renumbered in order.
- Section 5.6 – change the title to “Board Vacancies during the School Year”
- Add a new 5.6.1 that has the Board deciding whether or not to fill any openings during the school year.
- Move language from the original 5.6.1 section to a new 5.6.2 section.
- Anna will update before the next meeting.

**Policy 0000 – Pillar Documents**

- Appendices were renumbered. Ready for posting on the website.

**Reviewed status of other tasks:**

- Policy 0027 – reassigned from Carolyn to Anna
- Policy 0010 – Advertising – probably will repeal; Don will check with Dr. O’Malley.
- Policy 0015 – Logo – Don will revise.
- New policy on Bullying – Lori will create first draft for Feb. meeting.

**By Laws & Board Rules**

- Group had additional discussion on number of Board meetings in a year and decided to recommend a minimum of six meetings in a year. Lori will update the By Laws and Anna will update Policy 0001.

*Meeting adjourned at 10:45am.*