**Policy/Governance Committee Meeting Notes – 6/17/24**

The Policy/Governance Committee Meeting of the NDMA board at 12:30 p.m. Monday, June 17, 2024 in NDMA conference/board room

Present: Shari Colvin, Kirsten Kinzler, Spencer Kangas

Agenda:

1. **411P - Paid Time Off/Earned Sick and Safe Time Leave**

The HR firm the school has contracted said our revised Sick Leave/Paid Time Off policy still did not meet statute requirements. We were also informed that we could no longer offer “shared sick time”. The firm sent a proposed policy template for NDMA. The policy was rewritten and will be presented to the board for approval.

1. **533P - Wellness Policy**

Following the Wellness Committee meeting on May 31st, Kirsten found documents that NDMA should be using for the triennial wellness steps update and the template that should be used for the policy. The current policy was rewritten to be in compliance with the statute requirements, and Kinzler, Kangas and Colvin filled in the triennial wellness steps update form. The revised policy will be presented to the board for approval. Kinzler will update the board on the wellness steps update.

1. **407P - Employee Right to Know - Exposure to Hazardous Substances**

This is the final policy on the regular review cycle to review this fiscal year. Only the review date change is recommended.

1. **MACS NEW LAW PRIMER 2024 - Charter Schools**

The committee briefly went through the changes and requirements that are pertinent to NDMA. The one requirement that needs to be addressed at the June 2024 board meeting will be to have the board complete an assessment of the board’s performance that will need to be included in the school’s annual report.

1. **Binder and Jump Drive with information for new board members**

Two binders and jump drives have been prepared for new board members.

1. **Next Meeting – tbd**

Respectfully submitted,

Shari Colvin