



Tuesday, November 22, 2022

Location: Virtual

Video call link: <https://meet.google.com/qir-hono-nsj>

Or dial: (US) +1 440-494-6774 PIN: 246 261 855#

More phone numbers: <https://tel.meet/agk-egkk-ndi?pin=8021290584021>

THE GO BIG FOUNDATION

BOARD MEETING MINUTES

Vision Statement

One day, all girls will have access to **great opportunities** in education.

Mission Statement

G.O. B.I.G. will provide an immersive STEM education for girls, fostering their academic achievement, entrepreneurial mindset, character development, social responsibility, and, ultimately, preparing them to excel in college and the world beyond.

Ethics Statement

As members of the Board of Directors of The GO BIG Foundation, we are responsible for adding value to Great Opportunities and Boundless Innovations for Girls (G.O. B.I.G.) and for contributing to the ethical success of the organization. As such, we commit to the following:

- We further the mission, vision, and goals of G.O. B.I.G. by engaging in activities that enhance its credibility and value.
- We uphold and adhere to the highest standards of ethical and professional behavior.
- We avoid engaging in activities that create actual, perceived, or potential conflicts of interest.
- We accept professional responsibility for our individual decisions and actions.
- We source and disseminate information ethically and responsibly.
- We foster inclusiveness and cultivate diversity in our organization.
- We develop, implement, and advocate for policies that promote equitable and just treatment for all.

(Adapted from [The Foraker Group](#))



Attendance

Board Members:

- Crystal Howe, Co-Founder & Board President (CH)
- Erin Howe, Co-Founder & Board Vice President (EH)
- Shalonda Edward, Board Vice President Elect (SE)
- Shauntay Cloud, Board Treasurer (SC)
- Dr. Brittany Anderson, PhD, Board Member (BA)
- Marsha Thomas, Board Member (MT)
- Diamond Howell-Shields, Board Member (DHS)

Guests:

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Absent:

- LaDiedra Matthews, Board Secretary (LM)

Minutes

Open Session

1. Call to Order

The meeting was called to order by CH at 6:45pm.

2. Recitation of Vision, Mission, & Ethics Statements

The vision, mission, and ethics statement were recited by BA.

3. Approval of Current Meeting Agenda

CH moved to adjust the agenda by amending agenda item #7 to state “amendments”, EH seconded, Vote: Unanimously approved

SC moved to approve the agenda. Motion was seconded by SE. Vote: Unanimously approved.

4. Approval of the previous meeting minutes:

October 25, 2022 Meeting Minutes

SE moved that the section 4 minutes be completed with “that EH would remain as Chair and CH as Vice-chair.” Motion was seconded by EH. Vote: Unanimously approved



CH moved that the votes be updated as majority disapproved

SE moved that the note on JE's comment be updated to state that "JE suggested that the Board could approve policies in bulk. The Board decided to review the policies individually." Motion was seconded by EH. Vote: Unanimously approved

DHS moved to approve October 25 minutes, Motion was seconded by SC. Vote: Unanimously approved.

[November 7, 2022 Meeting Minutes](#) SC moved to approve minutes, BA seconded, approval unanimous. MT noted she was not absent but was late to this meeting. CH moved to retroactively update minutes to reflect this. Motion was seconded by EH. Vote: Unanimously approved

5. Public Comments

Public comment is a time for the community to provide feedback to the Board of Directors. For in-person meetings, attendees must sign up at the start of the meeting if they desire to give a public comment. Each community member is limited to three minutes of comment, with a total time of up to 30 minutes allotted to public comments. During remote meetings, attendees may add their public comments to the chat feature which will be sent directly to the Board of Directors. Board members will then share the comments with the meeting attendees for up to 10 minutes.

Public comment is also a time for the Board of Directors to listen to the feedback of the community. Board members cannot respond to public comments during the meeting. However, the Board recognizes that each stakeholder is a vital part of our community and will take comments into consideration when making decisions, planning, providing feedback to administration, and completing committee work.

Public comments were not brought before the Board.

6. Discuss & Vote on Proposed Changes to [Yearly Calendar](#) and [Daily Schedule](#)

CH explained that the Charter Board had reservations about the length of the school day. They approved but restated their reservations. So the revised schedule will include a half



day on Fridays. SC moved to approve, Motion was seconded by MT. Vote: Unanimously approved

Calendar has been updated to reflect changes based on relevant CMS calendar information, change to length of Friday instruction, and other things. BA asked about conflicts with the CMS calendar for parents with kids in both districts. DHS asked if it's common for students to return to school so quickly after the New Year. EH & CH informed that it is and that the calendar was built on DPI suggested calendars for year round school. SH moved to approve the Yearly Calendar, Motion was seconded by EH. Vote: Unanimously approved.

7. Discuss & Vote on Proposed Amendment to Bylaws Regarding Shortened Term of Board Membership

Board membership terms are suggested to be changed from 3 years to 2 years to prevent board member burnout. EH moved to approve amendment to reflect the language below, Motion was seconded by SE. Vote: Unanimously approved

"All directors shall be elected to serve a two-year term; however, the term may be extended until a successor has been elected"

CH suggests that the clause previously removed that addressed staggering terms of Board members be reinstated. This clause would be adjusted to reflect that Board membership terms are 2 years. Discussion was carried out to clarify how this looks. EH moved to accept the addition of the staggering clause as listed below to Bylaws. Motion was seconded by BA. 6 in favor, 1 abstention

"In order to establish staggered terms, members shall be divided as equally as possible into two (2) groups. One group shall serve an initial term of one (1) year. The second group shall serve a term of two (2) years. Thereafter, at each annual meeting of the Board of Directors, the Board of Directors shall elect members to fill expiring terms."

8. Review All Items on RTO Timeline for Final Revision & Approval/Vote As Needed

CH walked through the policies that have been created to meet the RTO Progress Report requirements for 12/2. SE asked about tie requirements for little students. CH responded that it's a question of classroom management and wouldn't be anymore of a distraction than any other piece of attire. BA asked what would be the purpose of the tie. CH



responded that it's to provide uniformity, style, and establish a sense of culture that's unique and beautiful. DHS asked if it's possible to revisit this part of the handbook. CH replied that yes, we can revisit all policies as a Board member. CH asked for further input on any other points of the policies. SE asked if the reading level of the handbook was assessed as she had a concern it may be challenging for some readers. CH informed that the writing was influenced by several already existing quality school handbooks and is comparable to those. DHS asked if creating a lookbook which highlights the key and most important components of the handbook was an option. CH indicated that there will be opportunities at the beginning of the year where the School Leader will walk through the handbook with parents and provide space for questions and clarification and will then obtain a signature of agreement that they accept the requirements from the handbook. SE moved that we accept all of the policies required for the RTO Dec 2 deliverables in bulk. Motion was seconded by BA. Vote: Unanimously approved

9. Facility Update

EH stated that the Board has had productive discussions with Metrolina Regional Academy regarding purchasing their current school building. They have opened the door for submitting an amenable purchase agreement and Highmark has proposed one to them. There is an additional school building that used to be an all girl school on EH's radar. It looks like a school but it's being used as an event space and there's an effort to retain the building so it's not demolished. DHS asked for photos of the building and EH indicated she'd provide.

10. Grant Writing Services Update

CH has tried multiple pathways to get in contact with [name of contact for Tye Boone, Jarret?] and has not heard back. She has also contacted Tye regarding open questions, but she is currently out of office. No contract has been established between G.O. B.I.G. and Tye Boone, especially given the lack of communication as of late. DHS asked if there are other options. CH noted that currently there isn't. Outside of gaining access to Grant Watch and CSPs assistance, she is not aware of anything.

11. RTO Planning Sessions Update

- a. Next planning session is virtual on Wednesday, December 14, 2022.**



- b. Final session in-person in Raleigh on Wednesday, January 25, 2022
- c. New Leaders Training Institute is in-person in Raleigh June 7-8, 2022
 - School leader(s) and at least one board member must attend. (G.O. B.I.G. will provide food and accommodations.)

12. Committee Updates

- a. Governance Committee
 - [Governance Committee Update 11.1.22](#)
- b. Development Committee
 - [Development Committee Update 11.8.22](#)
- c. Finance Committee
 - SE gave an update that the yearly fee for hosting the website is a fee absorbed by CSP
 - [Finance Committee Update 11.9.22](#)
- d. Academic Excellence Committee
 - [Academic Excellence Committee Update 10.26.22](#)

13. Board Membership Updates

CH shared that there are a number of Board members that will be leaving the board over the next few weeks and opened the floor for them to speak if desired. SC indicated that 12/2/22 will be her last day and that she has enjoyed her time on the Board and does desire to continue to support though not as a Board member. MT echoed that at this time in her journey that the time constraints on her life have required that she step down. She is very willing to continue to support as needed. Her last day will be 11/30/22. SE shared words of thanks and encouragement and also shared that her last day would be 12/21/22.

14. Closing Remarks

CH gave additional thanks for all that the existing members contributed. She championed the importance of being self aware and establishing boundaries for mental health and wellness. CH requested that everyone recommend 1 person who might be a potential Board member. EH thanked everyone for their service and also suggested that if anyone did not have the capacity to be on the Board that they consider being a part of a committee or supporting in another capacity.



Adjournment

SC moved to adjourn the meeting. Motion was seconded by DHS.

Vote: unanimously approved

Meeting adjourned at 8:24pm.