**MEHP Annual Governance Board Meeting**

**July 29, 2025**

**4:30 pm**

**Agenda**

Board Members Present: Keith King, Hal North, Alexia Phinizey, Keith Sanford, Rebecca Stern, Susan Stein, Tammy Swenson, Dr. Sue Anne Wells. Dayla Qualls-White

Staff Present: Devan Hanyon, Jeanne Hinchee, Rachel Lewis, Dr. Elaine Swafford, Leigh Topping

I. Welcome - Sue Anne Wells and Dr. Elaine Swafford

II. Agenda Review - Sue Anne Wells

III. Review and Approval of Minutes from May 20, 2025 - Alexia Phinizey and Keith Sanford

IV. Opening - Dr. Wells

* Voting in new members
* Dr. Wells introduces new members
* Dr Wells - kudos to everyone for finishing the board on track sessions
* Dr Wells on board on track sessions - state requirement they will meet with committee and discuss complaints, technology is terrible and content is repetitive
* Kim - assistant to charter school - reminded board members of their trainings online

V. Director’s Report - Director’s report - Dr. Swafford

* Interviewing for Chief of Staff - Dr. Williams exited position to assume principalship with HCDE
* Offering Development Officer / Director position this week
* Need an ex-ed teacher for MEHP
* **Academics** - Dr Swafford
	+ Teacher in-service
	+ We start a week earlier than Hamilton County
	+ 67 students attended learning camp
		- Those who didn’t come to summer school have to get tutored or held back - state law
* **Legislative Agenda** - Dr. Swafford
	+ PC 103 - adopt a policy that prohibits students from using wireless communications
		- Motion -Tom Glenn
		- Second - Alexia Phinizey
		- All in favor
	+ PC 195 - cannot access the internet from our location unless we give them approval
		- Motion - Hamp Johnston
		- Second - Keith Sanford
		- All in favor
	+ PC 330 - make sure schools’ students’ report cards include a statement of current students’ reading level - doesn’t have to be state tested level, some reading level according to testing such as iReady, K-8 students.
		- Motion - Keith Sanford
		- Second - Hamp Johnston
		- All in favor
	+ Paid parental leave - to qualify be in system 12 months and working 12 months
		- Option one - taken consecutively, except in extenuating circumstances - state encourages this type of leave
			* Motion - Keith Sanford
			* Second - Edna Varner
			* All in favor
				+ Option two - taken non-consecutively, but in increments of no less than one week
	+ Goals similar to last year
	+ MEHP 3rd grade - trying to get to 40%

VI. Board Votes - Dr. Wells

* Reelect the following: Current Board Members
	+ Motion - Alexia Phinizey
	+ All in favor - all reelected
* Officers:
	+ Dr. Sue Anne Wells - Chair
	+ Keith King - Secretary
	+ Tammy Swenson - Treasurer
	+ Dr. Sue Anne Wells Development and Education
		- Motion - Alexia Phinizey
		- All in favor

VII. Finance - Jeanne Hinchee

* As of June 30th
	+ Still have to close books - working with CFO to go to close entries
* Overall MEHP - revenue within 3%
* Down 75,000 compared to budget
* Fundraising - exceeded our goal
* State revenue - 82% of total budget
* Expenses - 12% below budget related to students
* Salaries and benefits to include payroll taxes, 58 and 19 percent of total budget
* For charter schools target is 20% but we were above 40%
* Cash on hand in good place starting out this year
* For both schools law changed in TISA money, state portion is coming directly from state while local is coming straight from Hamilton county - this will have to be budgeted differently

VIII. Next Joint Meeting - Tuesday, September 16, 2025

VIV. Closing Remarks and Adjournment

Board Meetings: September 16, 2025; November 18, 2025; January 20, 2026; March 17, 2026; May 18, 2026; July 29, 2026