



# New Board Member Onboarding Policy

Date Created: 11/19/2019

Approved By: TRM Board of Directors

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## New Board Member Onboarding

### I. General Statement of Policy

Initial and ongoing board training for all charter school board members in Minnesota is mandated under MN Stat. 124E. It states, in pertinent part: Subd. 7. Training.

Every charter school board member shall attend annual training throughout the member's term. All new board members shall attend initial training on the board's role and responsibilities, employment policies and practices, and financial management. A new board member who does not begin the required initial training within six months after being seated and complete that training within 12 months after being seated is automatically ineligible to continue to serve as a board member. The school shall include in its annual report the training each board member has attended during the previous year.

#### *Onboard Policy Agreement:*

*New Board shall receive a Board Manual and sign the Board Contract. Board Member shall be given a training calendar and expected to attend all trainings that are required. Board member shall be expected to be a member for three years to ensure the strength of the board.*



# Board Self Reflection Policy Cont.

## Annual Meeting and Election of New Board Members

The board policy reflects a comprehensive, effective process for carrying out elections as called for in its by-laws and conducting an annual meeting that shares year-end results with the public.

- An ad hoc committee of the board, charged with overseeing annual meeting and elections will review the previous year's processes and results and recommend any necessary changes.

## New board member orientation and training

The board orientation and training processes meet state standards and prepare new board members to participate fully in the activities of the board.

- Prior to the January board meeting, the board chair will ask new board members to confirm that they have completed the required MDE training and to reflect with him/her on whether Global's new board member orientation has prepared them to serve. At the January board meeting, the new board members will report to the board on their experience and make recommendations about how to improve the process for the next group of new board members.

## Conduct of board meetings

All board members feel as if they are able to express their views and review necessary information to make decisions in a safe, respectful board environment that operates efficiently and effectively.

- At the August board meeting, the board will review its essential agreements.
- At the January meeting, the board chair will ask board members to comment on the conduct of board meetings, including but not limited to discussion and voting procedures, agenda setting, and time spent on board business-both at board meetings and outside of board meetings.

## Policies

The board will review its policies on a schedule that calls for a review of 1-5 policies per month in order to keep up with changes dictated by state mandate and/or best practices

- The director and the board chair will review the previous year's calendar of policy reviews and propose a schedule for the next year. By-Laws
- The board chair will establish an ad-hoc committee at least every three years to review the by-laws to ensure that they are consistent with state mandated policies and best practice.

## By-Laws

- The board chair will establish an ad-hoc committee at least every three years to review the by-laws to ensure that they are consistent with state mandated policies and best practice.