

Great Oaks Academy

Board Member Orientation, Training, and Education Policy No. 212

I. Purpose

The purpose of this Policy is to provide for the orientation of new board members and ongoing training for all board members.

II. General Statement of Policy

Great Oaks Academy's Board has an obligation to provide a thorough orientation process for new board members and an effective, ongoing training process for all board members to ensure that board members have access to the knowledge, skills, and resources to effectively govern the school. The Board Chair and The Board Secretary are responsible for working together for the implementation of this Policy.

- A. All Great Oaks Academy Board of Director meetings will be open to the public except where closed as authorized by law. For purposes of this policy, a "meeting" is a gathering of a quorum or more members of the Board, or a quorum of a committee or subcommittee of Board members, at which members have been delegated the authority to act on behalf of the full Board. The term does not include chance meetings or social gatherings.

III. Orientation of New Board Members

Recognizing its obligation to provide a proper orientation to new board members, the Board shall provide an orientation for each new board member. The orientation shall consist of:

- A. Upon their election or appointment, each new board member is required to read documents including, but not limited to the following:
 1. Great Oaks Academy's Bylaws
 2. Oath of Office
 3. Great Oaks Academy's policies on Board Governance from the 200's in the Policy folder.
 4. Great Oaks Academy's overviews of the Grammar, Logic, and Rhetoric stages or similar Great Oaks Academy-created materials.
- B. The Board Chair shall appoint a mentor to assist each new board member with orientation during the new member's first year of board service;
- C. Within 90 days of the commencement of each new board member's service, the Executive Director shall meet with the new member(s) and may take such additional steps as reasonably necessary to familiarize the new board member(s) with the school;
- D. The chair of each standing, ad hoc, advisory committee and/or task force, and a representative of the Great Oaks Academy Parent Association Group shall meet with and/or invite new board member(s) to attend a regular meeting of their group.

IV. Training for Board Members

- A. New Board Members.
 1. As required by Minnesota charter school law, every charter school board member shall attend Minnesota Dept. of Education approved training on board governance, the board's role and responsibilities, employment policies and practices, and financial management. A board member who does not begin the required training within six

months of being seated and complete the required training within 12 months of being seated on the board is ineligible to continue to serve as a board member.

- B. New and Experienced Board Members.
 - 1. As required by Minnesota charter school law to provide and require ongoing education, reflection and training opportunities for all board members, the Board Chair, in consultation with the Board Secretary, shall propose an annual list of goals and training to improve the efficiency and effectiveness of the Board's role in school governance. These trainings are recommended to include:
 - a) Updates on legislative changes to charter school law.
 - b) A training segment or segments at the Board retreat on topics relevant to Board needs.
 - c) Additional training and required readings throughout the year on topics relevant to Board needs.
- C. Classical Education
 - 1. Each year, the entire Board shall receive training that gives an overview of Classical Education and includes a reading on Classical Education. All Board members must participate in some form of Classical Training each year; if they are unable to attend the training developed for the entire Board, they must seek out another option such as attending a Town Hall meeting on Classical Education or a faculty training session.
 - 2. This is required to be documented annually.
- D. Periodic Reports.
 - 1. The Board Chair and the Board Secretary shall be responsible for making sure that Great Oaks Academy has included in its annual report the training attended by each board member during the previous year.
 - 2. The Board Chair or the Board Secretary shall provide periodic reports to the Board throughout the school year on the implementation and effectiveness of this Policy No. 212.
- E. Professional Development Training
 - 1. Board members desiring additional training in governance, communication, strategy, efficiency, effectiveness, or other areas, are encouraged to discuss their suggestions with the Board Chair or the Board Secretary.
 - 2. In addition to the above areas of training, Board officers such as the Chair, Chair-Elect, Secretary, and Treasurer shall complete additional training in best-practices for their position. This training will focus on best-practices for each role and may be done through readings, videos, or other training.
 - 3. Training can include events by our school authorizer Novation Education Opportunities, observing other school board meetings, reviewing Minnesota Charter Board Training, Moms for Liberty Board Cohort Training, Minnesota Parents Alliance monthly training, podcasts, reading books, online training, conferences, monthly whole board training and a vast array of other developmental opportunities.
 - 4. Minimum of 6 hours of additional training is required annually.
- V. Additional Resources for Training
 - 1. Lost Tools of Learning, by Dorothy Sayers;

Adopted: 9/18/2023

Revised:

2. Intro to Classical Education, by Perrin
3. Participation in August In-Service new teacher training days at Great Oaks Academy
4. Hillsdale College, A Proper Understanding of K-12 Education: Theory and Practice
<https://online.hillsdale.edu/landing/k-12-education>
5. <https://classicalu.com/>
6. <https://apex.greatheartsamerica.org/courses/>
7. <https://welltrainedmind.com/a/classical-education/>
8. <https://www.youtube.com/watch?v=W2pelCFrfOU>

Legal References:

Minnesota Statutes, section 124 E.07, Subd. 7.

Cross References:

<https://online.hillsdale.edu/landing/k-12-education>

<https://classicalu.com/>

<https://apex.greatheartsamerica.org/courses/>

<https://drive.google.com/drive/u/1/folders/1S7OBK0tB7G8WQVze5NWwB8wo4javelxt>