



Revised: March 23, 2026; January 13, 2023; January 13, 2016

Adopted: August 2008

212 CHARTER SCHOOL BOARD MEMBER DEVELOPMENT AND TRAINING

I. PURPOSE

In recognition of the charter school's need for continuing in-service training and development for its members, the purpose of this policy is to encourage the members of the charter school board to participate in professional development activities designed for them so that they may perform their responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. All charter school board members are encouraged to participate in charter school board and related workshops and activities sponsored by local, state, and national charter school boards associations, as well as in the activities of other educational groups.
- B. Charter school board members are expected to report back to the charter school board with materials of interest gathered at the various meetings and workshops.
- C. The charter school board will reimburse the necessary expenses of all charter school board members who attend meetings and conventions pertaining to school activities and the objectives of the charter school board, within the approved policy and budget allocations of the charter school board relating to the reimbursement of expenses involving the attendance at workshops and conventions.

III. TRAINING

- A. Every charter school board member and nonvoting ex-officio member who is a charter school director or chief administrator must attend board training.
- B. Prior to beginning their term, a new board member must complete training on a charter school board's role and responsibilities, open meeting law, and data practices law. An ex-officio member, who is a charter school director or chief administrator, must complete this training within three (3) months of starting employment at the school.
- C. A new board member must complete training on employment policies and practices under Minnesota Statutes, chapter 181; public school funding and financial management; and the board's roles and responsibilities regarding student success, achievement, and performance within twelve (12) months of being seated on the board or the individual is automatically ineligible to continue to serve as a board member. A board member who does not complete training within the 12-month period is ineligible to be elected or appointed to a charter school board for a period of eighteen (18) months.
- D. Every charter school board member must complete annual training throughout the

member's term based on an annual assessment of the training needs of individual members and the full board. Ongoing training includes but is not limited to budgeting, financial management, recruiting and hiring a charter school director or chief administrator, evaluating a charter school director or chief administrator, governance-management relationships, student support services, student discipline, state standards, cultural diversity, succession planning, strategic planning, program oversight and evaluation, compensation systems, human resources policies, effective parent and community relationships, authorizer contract and relationships, charter school law, legal liability, board recruitment and elections, board meetings and operations, policy development and review, and school health and safety.

- E. The organization or person providing training under Paragraphs B., C., and D. must certify the individual's completion of the training provided.
- F. The charter school is responsible for covering the costs related to board training. The charter school must include in its annual report the training each board member completed during the previous year.
- G. The board must ensure that an annual assessment of the board's performance is conducted and the results are reported in the school's annual report.

Legal References: Minn. Stat. § 124E.07, Subd. 7 (Board of Directors)

Cross References: MSBA/MASA Model Policy 201 (Legal Status of the Charter School Board of Directors)
MSBA/MASA Model Policy 214 (Out-of-State Travel by Charter School Board Members)
MSBA/MASA Model Policy 412 (Expense Reimbursement)