



Board Policy: 1.0 Governance	Governance Board Orientation
Revision No: 03 Review Schedule: Annually – Board of Directors	Document Number: 1.10 Adopted: 5/28/2014 Date Last Revised: 11/4/2020

1.10 Governance Board Orientation

PURPOSE

The purpose of the Governance Board Orientation Policy is to establish the policy for consistent and adequate training for new board members, new School Accountability Committee (SAC) members, and committee chairs.

SCOPE

This policy applies to all new Board Members, new SAC Members, and Committee Chairs.

RESPONSIBILITY AND AUTHORITY

- Each new Board Member, new SAC Member or Committee Chair is responsible for ensuring that the orientation program is complete within 60 days of being sworn in.
- The Board President has the authority to enforce compliance with the orientation program.

NEW BOARD MEMBER ORIENTATION

Self Study

Each new Board Member will review the following Board Documents:

- Stargate Bylaws
- Governance Board Handbook
- Community Handbook
- Staff Handbook
- Stargate Charter School Contract
- Communication Pathways
- Board Policy Book
- Stargate Waivers
- Committee Charters
- Committee Handbook

Each new Board Member will complete the following Board Training Modules¹ prior to being sworn in:

- Module 3: Board Member Conduct
- Module 4: Board Structure and Responsibilities
- Module 6: Promoting the Vision and Mission
- Module 17: Sunshine Law

¹ Colorado Department of Education Schools of Choice Charter School Board Training Modules
<https://onlinelearning.enetcolorado.org/login/>



Orientation from Current Board Members

Each new Board Member will meet with no less than 2 current Board Members to discuss the following documents:

- Board Member Agreement
- Communication Pathways
- Review of all Board Policies
- KPIs

Orientation from Administration

Each new Board Member will meet with the Executive Director of Academics to discuss the following:

- History of Stargate
- The Mission in action
- Gifted Education
- Adroit Programming

Each new Board Member will meet with the school Executive Director of Finance and Operations to discuss the following:

- Financial Overview of the School
- Reporting procedures
- Review of Finance Policies

Each new Board Member will meet with the school Compliance Officer/Title IX Coordinator(s) to discuss the following:

- Title IX, Title II, Section 504, and IEP compliance
- Retaliation

Additional Orientation for Independent Board Members

Each independent Board Member shall attend any two of the following within the first year of their term:

- Elementary school tour
- Secondary school tour
- Elementary prospective parent night
- Middle School prospective parent night
- High School prospective parent night
- Charter renewal school board tour (in renewal years)
- Colorado League of Charter Schools conference

Ongoing Orientation for Board Members

Each Board Member will review the Board Agreement, signed each year, for ongoing training required.

NEW SCHOOL ACCOUNTABILITY COMMITTEE MEMBERS

Document Review

Each new SAC Member will review the following documents within 60 days of assuming the role:

- Committee Charter
- Stargate Bylaws



- Communication Pathways
- The following Board Policies:
 - Communication & Complaint Policy (Board Policy 1.0 Governance, Document Number 1.15)

Training Modules

Each new SAC Member will complete the following Board Training Modules¹ within 60 days of assuming the role:

- Module 4: Board Structure and Responsibilities
- Module 6: Promoting the Vision and Mission
- Module 7: Strategic Planning
- Module 15: Data Driven Decisions
- Module 16: Accountability and Program Assessment
- Module 17: Sunshine Law
- Module 24: Effective Committees

Additional Recommended Training

- [Public School Accountability Handbook](#)
- [District Accountability Handbook](#)
- [Charter School 101](#)

NEW COMMITTEE CHAIR ORIENTATION

Document Review

Each new Committee Chair will review the following documents prior to assuming the role of Chair:

- Committee Charter
- Review and sign the Committee Handbook
- Board Policy Book

Training Modules

- Module 4: Board Structure and Responsibilities
- Module 6: Promoting the Vision and Mission
- Module 17: Sunshine Law
- Module 24: Effective Committees

Revision History



Version	Date	Description of revision
05	11/4/2020	Updated SAC and Independent Director requirements
04	10/14/2020	Updated formatting
03	5/15/2019	Added new Board Member training with Compliance Officer and reference to ongoing training for Board Members
02	09/18/2018	Revisions to new board member orientation to add policy review, Adroit program review, testing and scores
01	10/18/2017	Added SAC and committee chair requirements
00	5/28/2014	Approved