

**Adoption: 27 March 2019**

**Revision History:**

27 March 2019  
21 December 2023

**Last Board Review:**

25 July 2024

**Next Board Review:**

2027-28

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**I. PURPOSE**

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

**II. GENERAL STATEMENT OF POLICY**

- A. All KCS board members are encouraged to participate in KCS 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. KCS board members are expected to report back to the KCS board with materials of interest gathered at the various meetings and workshops.
- C. The KCS board will reimburse the necessary expenses of all KCS board members who attend meetings and conventions pertaining to school activities and the objectives of the KCS board, within the approved policy and budget allocations of the KCS board relating to the reimbursement of expenses involving the attendance at workshops and conventions.

**III. TRAINING**

- A. Every KCS board member and non voting ex-officio member who is a KCS 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 KCS director or chief administrator, must complete this training within three 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 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 18 months.
- D. Every KCS 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

## Policy 212

### School Board Member Development

KCS director or chief administrator, evaluating a KCS 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. KCS is responsible for covering the costs related to board training. KCS 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)

*Note: The applicability and enforceability of this policy 212 is limited to, and qualified by, Minnesota or Federal law that, at the time any such circumstance within the scope of the policy arises, may be contrary to some aspect or all of the policy.*

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