

220 BOARD SELF-EVALUATION

I. PURPOSE

The Green Isle Community School Board acknowledges its intention to establish and follow ‘best practices’ in board governance. Fundamental to sound governance is the practice of undertaking a board self-evaluation on an annual basis. This policy is to ensure a high-functioning, reflective board that is focused on student outcomes while fulfilling its state-mandated fiduciary responsibilities. This policy also gives all board members an opportunity to evaluate and discuss the Board’s performance with candor and from multiple perspectives. The evaluation is helpful at all times (optimal and less than optimal) as a way to ensure continuous improvement in the way the Board conducts its business. The Board believes the evaluation will lead to a closer working relationship among board members, greater efficiency in the use of the Board’s time, and increased effectiveness of the Board as a governing body.

II. GENERAL STATEMENT OF POLICY

The process will be initiated each year by the Board Chair and will be scheduled to take place before the Executive Director/s annual evaluation. At the Board’s discretion, a consultant may be retained to assist with this process. Copies of the evaluation form will be distributed to each Board Member approximately four weeks before the scheduled self-evaluation. Each Board member shall complete an evaluation and submit it to the Board Chair or designated governance consultant within two weeks of receipt of the evaluation form.

Results will be tabulated and analyzed prior to the meeting and presented in a summary report; individual Board Member responses will not be shared with staff or other Board members, other than the Chair. Input will also be gathered from the executive staff and shared in aggregated form during the evaluation.

The Board will discuss areas that are working well, and those that need attention. The Board will then decide if changes in its governance practices and policies need to be made going forward. Staff and/or the governance consultant will work with the Board to implement necessary changes.

The meeting will be held in accordance with open meetings requirements and in a manner that is most constructive and useful to the Board.

The evaluation form consists of two parts: a Board Member Self-Evaluation and an Overall Board Evaluation. In the Board Member Self-Evaluation, each Board member is encouraged to be introspective about the personal responsibility of being a fiduciary. In the Overall Board Evaluation, each Board member is asked to anonymously provide written input. Forms are found in Policy Number 220 F.

II. PRACTICES

- A. Annually, the Green Isle Community School Board will review its practices in support of Board Self-Evaluation.
 - a. Evaluation Criteria - The Board has adopted the evaluation criteria and forms that are attached to this policy.

- b. These may be changed at any time by a majority vote of the Board.

- B. Information for Decision Making – The board is receiving timely, accurate information on a regular basis to oversee vital school functions.
 - a. Monthly
 - i. Financial Information that tracks revenues, expenditures, and cash flow.
 - ii. Director/s Report that includes school operations and enrollment
 - iii. Personnel information that reflects current hiring, termination, and staffing data.
 - b. Quarterly
 - i. Report from the business Manager and the Director that reviews the financial performance from the previous quarter and financial prospects for the coming quarter.
 - ii. Report from the Director/s that includes academic performance and analysis
 - c. Annually
 - i. The Board reviews and comments on a draft of the annual report reflecting back on previous year’s operations and establishing academic goals for the current school year.
 - ii. Review of authorizer school performance expectations.
 - iii. Review of the Director/s
 - iv. Annual Meeting and Election of New Board Members
 - v. New Board member orientation and training

Cross References: MPERS Board Self Evaluation Policy
Board Self-Reflection Policy 220
Charter School Board University, Author: Brian L. Carpenter, PhD,
Publisher: The National Charter Schools Institute; Second Edition
(March 1, 2009). Chapter 13 – Meaningful Board Evaluation