



## UTAH ASSOCIATION OF PUBLIC CHARTER SCHOOLS

### New Board Member Training

#### 1. The Role of Board Members

We represent the state and make sure public funds are appropriately spent. We don't represent parents which is what most people think.

#### 2. Governance vs. Management

Boards are not responsible for making every day to day decision. The board sets up the very high level framework for the School Leader to work within. They should not be concerned with daily decisions. It is the board's responsibility to answer questions of "How well?" something was done. It is the Administrative responsibility to decide "How will?" something be done.

#### 3. Open and Public Meeting Laws

All board members are responsible for making sure they are in compliance with this state law and training must be held yearly. Open meeting law summary

[http://www.ulct.org/ulct/wp-content/uploads/sites/4/2013/02/Open\\_Public\\_Meetings\\_Act-05-2010.pdf](http://www.ulct.org/ulct/wp-content/uploads/sites/4/2013/02/Open_Public_Meetings_Act-05-2010.pdf)

#### 4. Board Hat vs. Parent Hat

Individual board members have no authority individually. Their authority comes from the group and only the group. If you are a parent, you need to be careful that issues from one role (parent) do not spill into another

role (as a board member). Staff frequently can misinterpret something you say if you are not careful.

## 5. How to Handle Complaints

All board members will have a neighbor that catches you with a complaint and wants you to resolve it immediately with intimidation and a magic wand. What is your school's flowchart for resolving complaints from staff and parents? Make sure board members lead people to that path and don't circumvent it. Do you have a parent and/or staff advocate as a contact person to direct concerns to? Complaints during public comments in a board meeting should not be discussions, but opportunities to direct the person complaining to the person who can best resolve the issue.

## 6. Additional Information

- Be your school's cheerleader-know the mission and vision statements of the school. Participate in school activities.
- Check the State Charter School Board website (if your charter authorizer is the SCSB) The Accountability Framework lets you know the things of which you are accountable to your authorizer. The Accountability Framework is found at <https://www.utah.gov/pmn/files/403053.pdf>
- Other Boards-Go to other school's board meetings and see the agendas they use, how they take minutes, their organizational structure, and how they incorporate Robert's Rules
- Charter School Board Experts
  - [www.utahcharters.org](http://www.utahcharters.org) Training Calendars & Resource Library
  - Brian Carpenter's Charter School Board University
  - Marci Cornell-Feist Board on Track
  - General non-profit board resources online