

INDEPENDENT SCHOOL DISTRICT 719  
PRIOR LAKE - SAVAGE AREA SCHOOLS**212 SCHOOL BOARD DEVELOPMENT AND EVALUATION****I. PURPOSE**

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

**II. DEFINITION****III. GENERAL STATEMENT OF POLICY**

1. The complexity of the board membership demands opportunities for development, study, and training for members. The board places a high priority on the importance of a planned and continuing program of in-service education for its members.
2. New Board Member Training and Orientation
  - 2.1. The board and the administrative staff shall assist each new board member to understand the board's functions, policies and procedures, and operation of the school system.
  - 2.2. The board chair and superintendent shall organize, and newly elected board members shall attend, an orientation program prior to taking office, which shall include meeting time with the superintendent and administrative staff.
  - 2.3. At a minimum, new board members shall receive:
    - 2.3.1. Listing of board member contact information, working group assignments, board governance policies, and administrative procedures
    - 2.3.2. Minnesota School Boards Association (MSBA) new member information
    - 2.3.3. Information for attendance at the MSBA orientation meetings
    - 2.3.4. District policies and procedures, superintendent-board evaluations protocol, and district strategic plan.
    - 2.3.5. Annual budget process
    - 2.3.6. Information regarding bargaining groups and negotiation process
    - 2.3.7. Information regarding the district curriculum review process
3. On-going Board Training & Development
  - 3.1. The board shall invest in its capacity to govern as necessary and prudent to assure

that the governance function is effective and efficient. This annual investment shall be a detailed item in the district annual budget.

- 3.2. Board members shall complete the required school board training in school finance and management provided through the MSBA, as mandated by state law.
- 3.3. The board shall assure that its members have the knowledge, skills and support necessary for excellent governance through:
  - 3.3.1. Training and retraining as necessary to orient new members, as well as to maintain and increase current member skills and knowledge.
  - 3.3.2. External monitoring assistance as necessary to enable the board to exercise confident control over organizational performance. This includes, but is not limited to, a fiscal audit.
  - 3.3.3. Policy governance training.
- 3.4. All board members shall participate in development opportunities designated and funded through the annual budget, including:
  - 3.4.1. In-service activities planned by the board and by administration.
  - 3.4.2. Training, conferences, workshops and conventions held by state and national school boards associations and other educational organizations
  - 3.4.3. Subscriptions to publications addressing board member and district concerns
- 3.5. Additional funds, as available and so designated, shall be provided for:
  - 3.5.1. Third-party monitoring of organizational performance
  - 3.5.2. Surveys, focus groups, and opinion analyses
  - 3.5.3. Board member stipends and approved expenses

#### 4. Board Evaluation

- 4.1. The board shall provide for the development an annual evaluation of its own performance in a manner that is transparent and accountable to the public, on or around the end of the school year.
  - 4.1.1. Self-monitoring shall include comparison and consistency of board activity to policies in the board governance process and board-superintendent relationships policies.
  - 4.1.2. Ongoing board development shall include periodic board discussion and evaluation of process to assure continued improvement.
- 4.2. The board shall enforce upon itself the discipline needed to govern with excellence. This self-discipline shall include attendance, preparation for meetings, policy making principles, respect of roles, and ensuring the continuity of board governance.

School Board Adoption: November 28, 2022

An Equal Opportunity School District