



Board Policy: 1.0 Governance	Governance Board Orientation
Revision No: 02 Review Schedule: Annually – Board of Directors	Document Number: 1.10 Adopted: 5/28/2014 Date Last Revised: 9/19/2018

1.10 Governance Board Orientation

1.0 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.

2.0 SCOPE

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

3.0 RESPONSIBILITY AND AUTHORITY

3.1 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.

3.2 The Board President has the authority to enforce compliance with the orientation program.

4.0 NEW BOARD MEMBER ORIENTATION

4.1 Self Study

4.1.1 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

4.1.2 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

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



- Module 17: Sunshine Law

4.2 Orientation from Current Board Members

- 4.2.1 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

4.3 Orientation from Administration

- 4.3.1 Each new Board Member will meet with the school principals to discuss the following:
- History of Stargate
 - The Stargate Way
 - Gifted Education
 - Adroit Programming
- 4.3.2 Each new Board Member will meet with the school Business Manager to discuss the following:
- Financial Overview of the School
 - Reporting procedures
 - Review of Finance Policies

4.4 Additional Orientation for Independent Board Members

- 4.4.1 Each Independent Board Member shall attend an information night for prospective families for elementary school, middle school, and high school.
- 4.4.2 Each Independent Board Member shall take a school tour for prospective families in both the K-5 building and the secondary building.

5.0 NEW School Accountability Committee Members

5.1 Document Review

- 5.1.1 Each new SAC Member will review the following documents prior to being sworn in:
- Committee Charter
 - Stargate Bylaws
 - Board Policy Book
 - Communication Pathways

5.2 Training Modules

- 5.2.1 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

6.0 NEW COMMITTEE CHAIR ORIENTATION

6.1 Document Review

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

- Committee Charter
- Board Policy Book

6.2 Training Modules

6.2.1 Each new Committee Chair will complete the following Board Training Modules¹ within 60 days of assuming the role of Chair:

- 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
00	5/28/2014	Approved
01	10/18/2017	Added SAC and committee chair requirements
02	09/18/2018	Revisions to new board member orientation to add policy review, Adroit program review, testing and scores