



Board and Addressing the Board

I. Board Responsibilities

- A. The responsibility of the Board is to act as one governing body in order to:
 - 1. Determine the mission of the school,
 - 2. Articulate and implement the mission statement,
 - 3. Maintain and monitor the purposes of the charter,
 - 4. Select, support and evaluate the head of school,
 - 5. Ensure effective organizational planning, adequate resources, and effective management of resources,
 - 6. Enhance the school's public standing,
 - 7. Ensure legal and ethical integrity and
 - 8. Maintain accountability, and recruit and orient new board members and assess board performance.
- B. The Board is not responsible for the daily management of the school.

II. Addressing the Board:

- A. The Channing Hall Board respects and values parent and patron input.
- B. The Board invites parents and community members to attend Board meetings so that parents may better understand the dedication of Board members to Channing Hall's charter and vision and the meeting procedures.
- C. The following are directives for parents and others for bringing concerns to the Board.
 - 1. Parent requests about the specific needs of an individual child or issues with faculty should be discussed with the child's teacher first. If the issue is not resolved, a parent may then talk with the Administration. Teachers and the Administration are there to help, and this is the appropriate channel for communication.
 - 2. Decisions regarding parent concerns are made by the Administration. Although the Board will generally support the Administration's direction and decisions, a parent may appeal to the Board about an unresolved parent concern, usually in a closed Board session.
 - 3. If a parent or community member desires to address the Board, the individual should prepare a statement for the Board.
 - a) The Board has authority only when a legal quorum is assembled and all open and public meeting requirements (Utah Code §52-4-2 and 3) are followed.
 - b) Individual Board members possess no legal individual authority.
 - 4. Parents and community members may make comments or present statements in the public comment period during regular Board meetings.
 - 5. The first five minutes of every Board meeting are open for public comment.

- a) One individual may take two minutes; if an individual is speaking for a group, the spokesperson may take up to five minutes.
- b) Generally, the same person may present the same issue for discussion only once in a three-month period, but the Board President may make exceptions to this provision.

D. Submitting proposals to the Board

- 1. For greatest success with the Board, the individual who is bringing a proposal to the Board should compare the proposal to the school's charter, vision statement, guiding principles, and academic framework.
- 2. The individual then submits the proposal to the Board President at least two weeks before the next Board meeting.
- 3. The individual should confirm with the Board President that the proposal will be addressed by the Board and the tentative Board meeting date.
- 4. The Board President will provide the proposal and proposed discussion date to the executive committee for a final decision about the Board's discussion of a proposal or issue
- 5. If the executive committee approves the proposal for discussion, the individual will be invited to attend the Board meeting to discuss the proposal. If the proposal comes from a group, the group must designate a spokesperson.
- 6. The Board suggests that a presenter attend several Board meetings before submitting a proposal to help gain an understanding of the role and procedures of the Board.

- E. Personnel Issues.** Personnel issues will not be discussed at public Board meetings but rather in a closed session where only Board members and invited individuals may attend.