

Minnesota Charter School Board of Directors Individual Board Member Self-Evaluation Instrument 2025

I understand that under MN Nonprofit Law (MN Statutes 317), Nonprofit Board members have three fiduciary duties- the Duty of Care, the Duty of Loyalty, and the Duty of Obedience.

* Indicates required question

1. Email *

Duty of Care
Select one of the following options:

2. I regularly attend and am on time for Board meetings. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

3. I prepare for meetings by reviewing the agenda and reading the minutes and other materials before I attend the meeting. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

8. I have a copy of the articles of incorporation, by-laws, policies and financial reports of the organization. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

9. I am aware of what the financial records and audits disclose and have taken active steps to insure proper internal financial controls. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

10. I am aware of the assets of the organization and the investment policies and controls. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

11. I am actively engaged in assisting in the lobbying for legislation to further the mission of the school. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

4. I faithfully serve on Board committees and task forces for which I volunteer or on which I am assigned to serve. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

5. I actively participate in the discussion of issues and make motions or seconds. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

6. I actively state my vote on issues, voting in the affirmative when I support a motion and publicly stating opposition and my no vote when not in support of a motion. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

7. I have a general knowledge of the books and records of the organization. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

12. I am engaged in assisting in raising adequate resources for the school to carry out its mission. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

13. I understand my responsibilities and the process to investigate warnings or reports of office thefts, mismanagement, or other sources of legal misconduct. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

14. I understand the difference between governance and management. *

Mark only one oval.

12345

Never☐ ☐ ☐ ☐ ☐ Always Fulfill

Duty of Loyalty
Select one of the following options:

15. I have read and I understand the conflict of interest policy of the organization. *

Mark only one oval.

	1	2	3	4	5	
Never	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Always Fulfill

16. I understand that it is my responsibility to inform the Board of potential conflicts of interest. *

Mark only one oval.

	1	2	3	4	5	
Never	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Always Fulfill

17. I understand that if I do not make full disclosure of a conflict of interest, the burden falls on me to establish that the transaction was fair and reasonable. *

Mark only one oval.

	1	2	3	4	5	
Never	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Always Fulfill

18. I have read and understand all of the Board's operational policies. *

Mark only one oval.

	1	2	3	4	5	
Never	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Always Fulfill

22. MN Charter School Law (MN Statute 124D.10) *

Mark only one oval.

	1	2	3	4	5	
Correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

23. MN Open Meeting Law (MN Statute 13D) *

Mark only one oval.

	1	2	3	4	5	
Correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

24. MN Employment Law (MN Statute 181) *

Mark only one oval.

	1	2	3	4	5	
Correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

25. MN Public School Fee Law *

Mark only one oval.

	1	2	3	4	5	
Correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

19. I understand that I have a moral and legal obligation not to engage in or benefit from any business opportunity that is available to and suitable for the organization unless the organization decides not to engage in the opportunity. *

Mark only one oval.

	1	2	3	4	5	
Never	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Always Fulfill

20. I understand that issues discussed in closed meetings are to be kept confidential. *

Mark only one oval.

	1	2	3	4	5	
Never	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Always Fulfill

Duty of Obedience

Select one of the following options:

I am familiar with the following laws:

21. MN Nonprofit Law (MN Statute 317) *

Mark only one oval.

	1	2	3	4	5	
Correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

26. MN Non-Discriminatory Law *

Mark only one oval.

	1	2	3	4	5	
Correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

27. MN Pupil Fair Dismissal Law *

Mark only one oval.

	1	2	3	4	5	
Correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

28. 501(c) 3 Provisions of IRS Rules *

Mark only one oval.

	1	2	3	4	5	
Correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

I know the deadlines that the corporation must comply with for the following purposes:

29. Nonprofit Corporation status filing with MN Secretary of State *

Mark only one oval.

	1	2	3	4	5	
Correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

30. Annual Report to Commissioner *

Mark only one oval.

	1	2	3	4	5	
Corr	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

31. Audit Report to State Auditor *

Mark only one oval.

	1	2	3	4	5	
Corr	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

32. IRS Filings *

Mark only one oval.

	1	2	3	4	5	
Corr	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

33. Progress Reports to Sponsors *

Mark only one oval.

	1	2	3	4	5	
Corr	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

I am familiar with the provisions of the following documents:

38. Strategic Plan *

Mark only one oval.

	1	2	3	4	5	
Corr	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

39. Mission Statement *

Mark only one oval.

	1	2	3	4	5	
Corr	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

40. Vision Statement *

Mark only one oval.

	1	2	3	4	5	
Corr	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

41. I am aware who the school's accountant, legal counsel and auditor are. *

Mark only one oval.

	1	2	3	4	5	
Corr	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

34. Charter Contract with Authorizer *

Mark only one oval.

	1	2	3	4	5	
Corr	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

35. Articles of Incorporation *

Mark only one oval.

	1	2	3	4	5	
Corr	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

36. By-laws *

Mark only one oval.

	1	2	3	4	5	
Corr	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

37. Policies of the Organization *

Mark only one oval.

	1	2	3	4	5	
Corr	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Completely Agree

42. Duty of Care

43. Duty of Loyalty

44. Duty of Obedience

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Individual Self Improvement Plan

Identify at least one strategy for your improvement as a board member in each of the duty areas: