

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

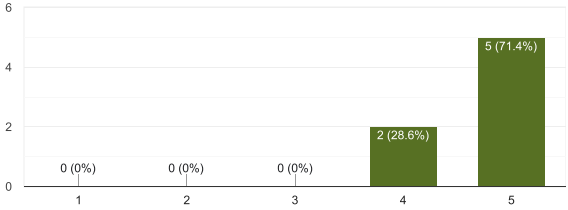
7 responses

Duty of Care

I regularly attend and am on time for Board meetings.

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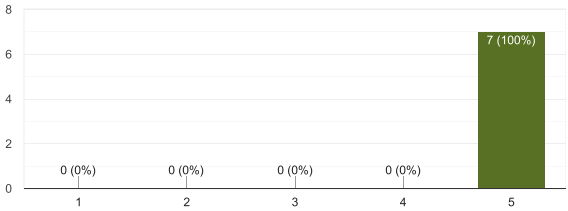
7 responses



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

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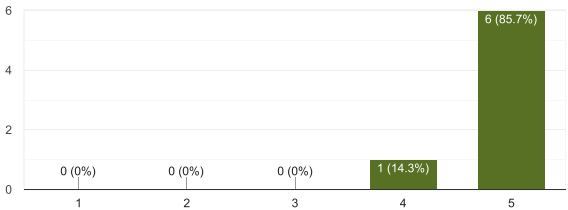
7 responses



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

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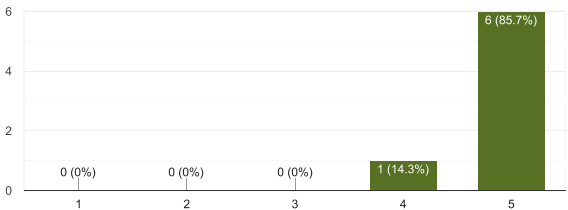
7 responses



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

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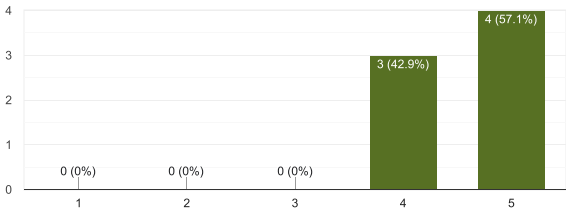
7 responses



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

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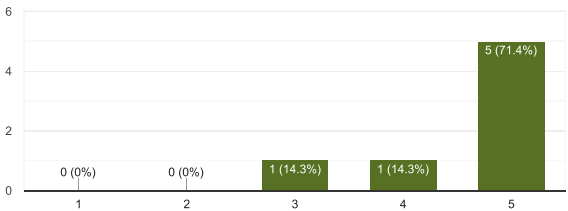
7 responses



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.

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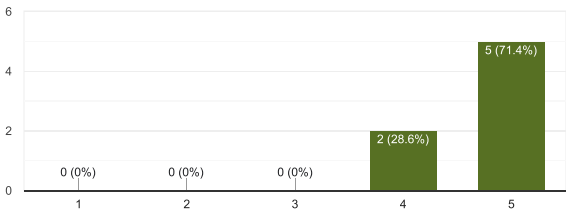
7 responses



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

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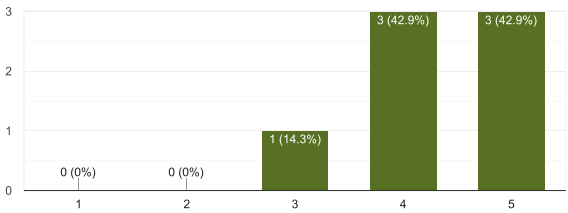
7 responses



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

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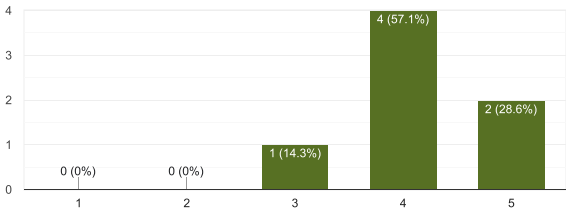
7 responses



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

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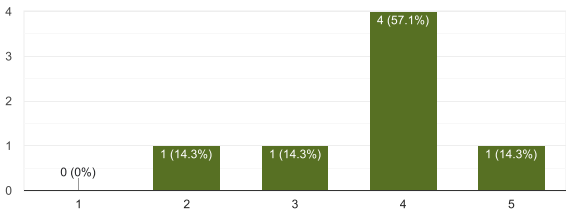
7 responses



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

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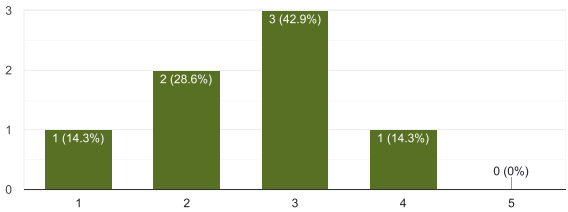
7 responses



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

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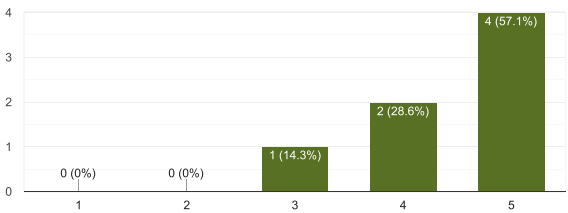
7 responses



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

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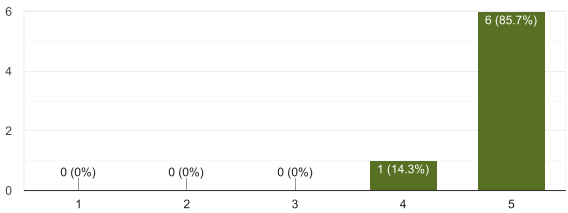
7 responses



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

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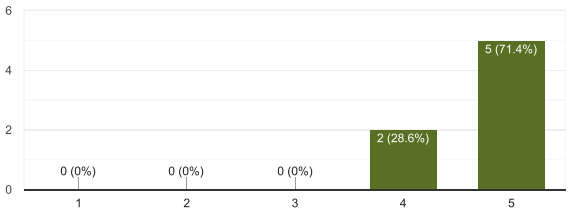
7 responses



I understand the difference between governance and management.

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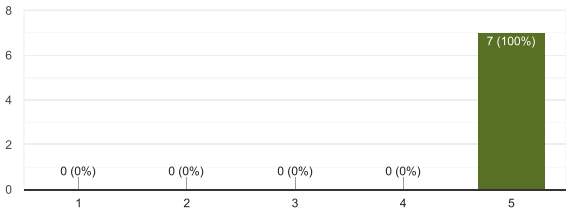
7 responses



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

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7 responses

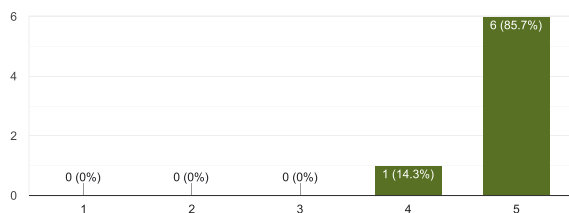


Duty of Loyalty

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.

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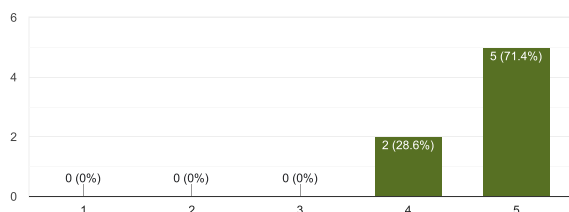
7 responses



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

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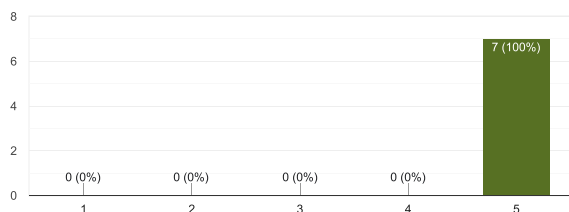
7 responses



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.

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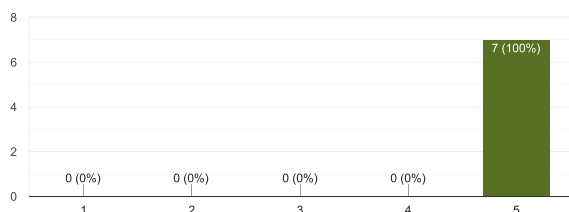
7 responses



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

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7 responses



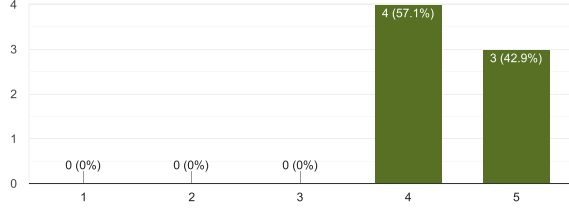
Duty of Obedience

I am familiar with the following laws:

MN Nonprofit Law (MN Statute 317)

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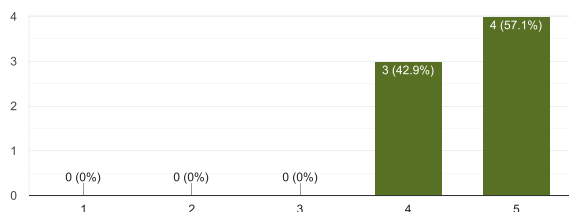
7 responses



MN Employment Law (MN Statute 181)

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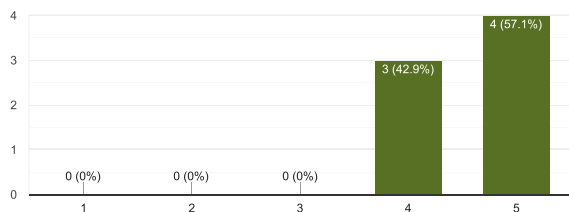
7 responses



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

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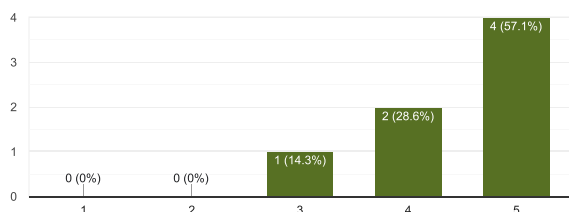
7 responses



MN Public School Fee Law

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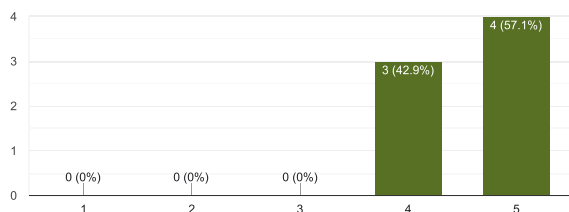
7 responses



MN Open Meeting Law (MN Statute 13D)

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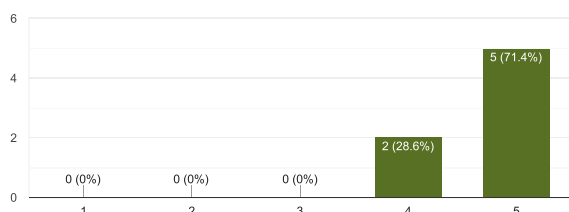
7 responses



MN Non-Discriminatory Law

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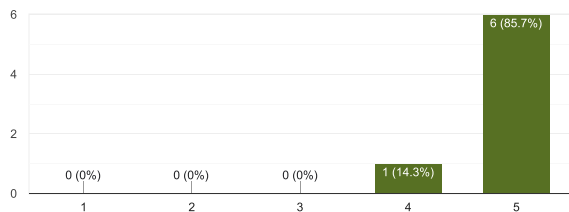
7 responses



MN Pupil Fair Dismissal Law

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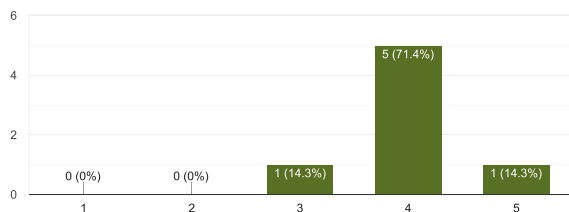
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501(c) 3 Provisions of IRS Rules

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7 responses

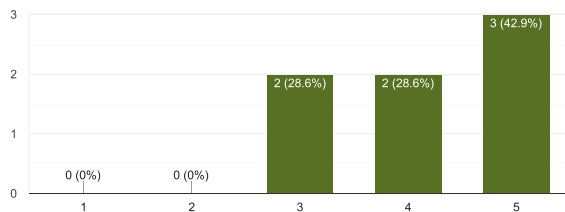


I know the deadlines that the corporation must comply with for the following purposes:

Nonprofit Corporation status filing with MN Secretary of State

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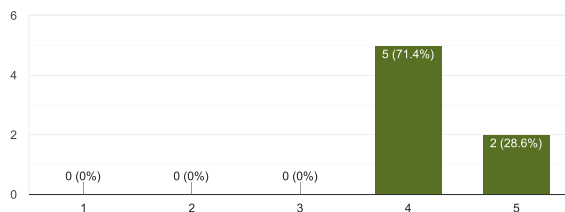
7 responses



Annual Report to Commissioner

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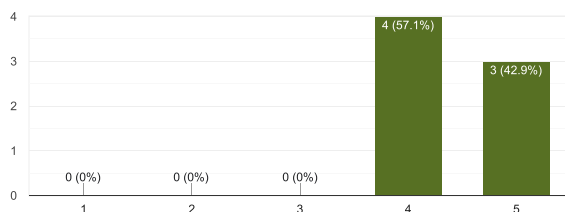
7 responses



Audit Report to State Auditor

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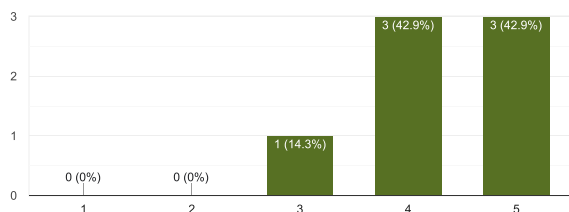
7 responses



IRS Filings

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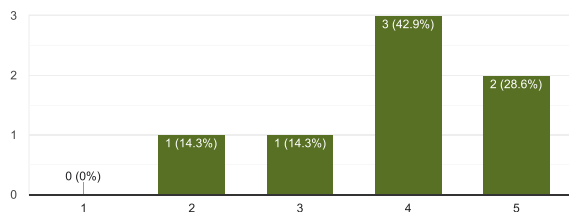
7 responses



Progress Reports to Sponsors

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7 responses

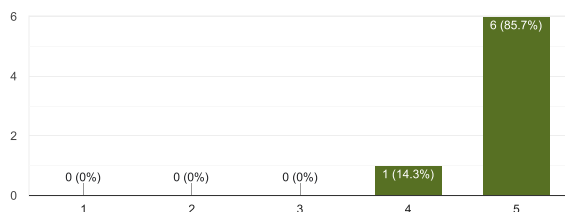


I am familiar with the provisions of the following documents:

Charter Contract with Authorizer

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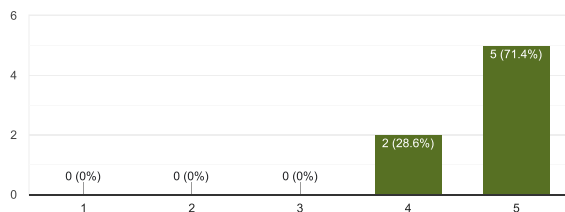
7 responses



Articles of Incorporation

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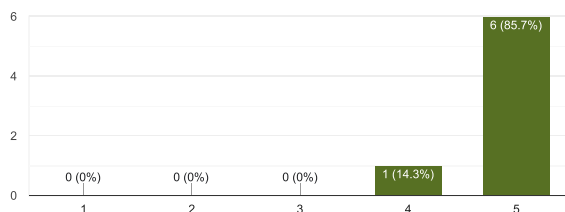
7 responses



By-laws

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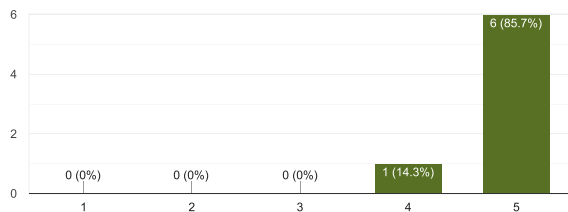
7 responses



Policies of the Organization



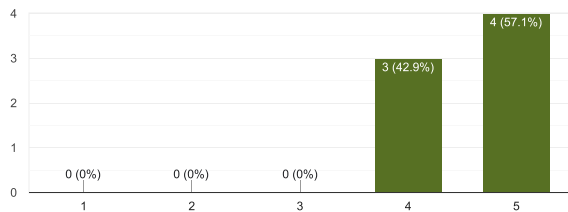
7 responses



Strategic Plan



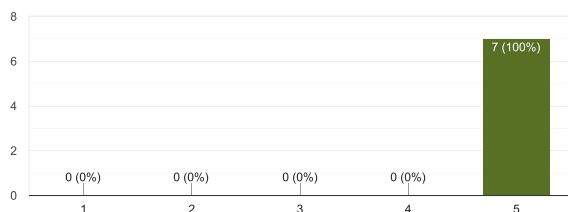
7 responses



Mission Statement



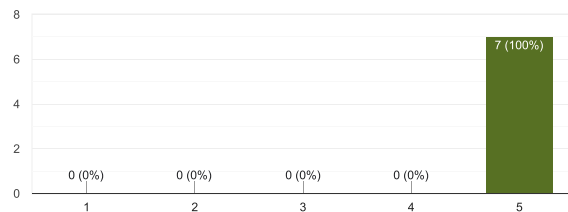
7 responses



Vision Statement



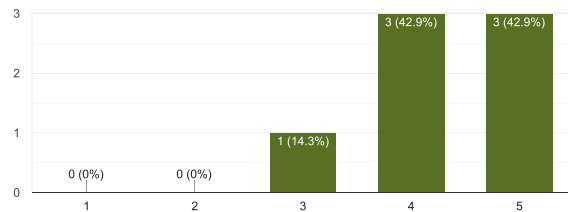
7 responses



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



7 responses



Individual Self Improvement Plan



Duty of Care

7 responses

I prepare myself for the Montessori training piece that I speak about at each meeting. I have been taking it literally and reading off notes that I take. I could work on taking notes on what to speak about and try to make it more of a conversation.

Continue writing letters to the legislature on important topics.

Work to increase lobbying and advocacy efforts for charter schools in general and Bluffview specifically

I will refamiliarize myself with the articles of incorporation and by-laws every 3-4 months to ensure I understand and follow the documents.

While I do things that support my classroom such as fundraising and writing grants, I could do more as a Board member to help with endowment work or other school fundraising efforts.

Careful reading of policies

Especially for summer meetings, I will ensure vacation plans don't overlap with board meetings.

Duty of Loyalty

7 responses

I have read our operational policies, but some of them take me a minuet to wrap my head around the content.

Review operational policies

Continue to increase my familiarity with all board operational policies and procedures

I will learn the specifics of a closed meeting in case the need arises for me to attend one by July 2025.

I feel I am adequate in this area.

Being aware of possible conflicts

I will make more of an effort to suggest and participate in fund raising and fund saving activities.



Duty of Obedience

7 responses

I am aware of the statues and laws and have read them. It is hard for me to know and memorize specific details about them.

Who is our legal counsel? Be ready to tackle the new strategic plan.

Continue to expand knowledge of applicable MN laws and submission deadlines

I will familiarize myself monthly with an aspect of the filing requirements and deadlines involved in the IRS filing, nonprofit standing, audit, and annual reports .

One of my lower marks was around 503(c)3 provisions. I could become more familiar with them.

Reviewing laws

I will try to read board meeting documents a few days earlier than I have in the past to ensure time for a second reading, if necessary.

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