

	<b>BE CHARACTER</b>	<b>KNOW SKILLS</b>		<b>DO ACTION</b>
	<b>0-3 months</b>	<b>3-6 months</b>	<b>6-9 Months</b>	<b>1 Year</b>
<b>PURPOSE</b>	<ul style="list-style-type: none"> <li>Identify/Confirm your personal purpose for board service</li> <li>Confirm your personal values</li> </ul>	<ul style="list-style-type: none"> <li>Confirm and memorize academy Mission</li> <li>Confirm and memorize academy Vision</li> <li>Confirm and memorize academy Values</li> </ul>		<ul style="list-style-type: none"> <li>Ensure continuous focus on the academy mission, vision, and values during board service</li> </ul>
<b>PEOPLE</b>	<p><b>SELF</b></p> <ul style="list-style-type: none"> <li>Personal Development               <ul style="list-style-type: none"> <li>Leadership Skills</li> <li>Time Management</li> <li>Characteristics of high performing teams</li> </ul> </li> <li>Understand the board member job description</li> <li>Review concepts of Governance and Oversight</li> </ul> <p><b>OTHERS</b></p> <ul style="list-style-type: none"> <li>Understand board officer roles</li> <li>Get to know your fellow board members</li> <li>Get to know the school leadership team</li> </ul>	<p><b>SELF</b></p> <ul style="list-style-type: none"> <li>Understand oversight roles and duties</li> <li>Develop the ability to have courageous conversations</li> <li>Identify ongoing governance development opportunities</li> <li>Learn what questions you should be asking to gain the necessary information and understanding to execute appropriate oversight and governance activities during your board service</li> </ul> <p><b>OTHERS</b></p> <ul style="list-style-type: none"> <li>Support the learning and development of other members</li> <li>Commit to the function of collaborative board committee work</li> </ul>		<ul style="list-style-type: none"> <li>Participate in continuous self-improvement</li> <li>Invest in the development and maintenance of a unified board culture</li> </ul>

<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>PLANNING</b></p>	<ul style="list-style-type: none"> <li>• Listen and inquire to gain understanding of the board, academy, and team needs</li> </ul>	<ul style="list-style-type: none"> <li>• Review and understand the School Improvement Plan</li> <li>• Review and understand short/long term academy operational plans</li> <li>• Review and understand plans for the identification and use of initiatives and programs</li> <li>• Review the most recent Strategic Plan and understand milestones and timelines</li> <li>• Review and understand the Budget planning process <ul style="list-style-type: none"> <li>○ Understand how resources are allocated</li> <li>○ Understand how spending priorities are identified and executed</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Commit to the annual planning process and scheduling of the work of the board</li> <li>• Commit to and participate in the annual evaluation of the academy's strategic goals</li> </ul>	
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>PROCESS</b></p>	<ul style="list-style-type: none"> <li>• Complete New Board Member orientation with CMU</li> <li>• Complete academy specific orientation and board on-boarding</li> <li>• Identify board culture and traditions</li> <li>• Review and understand Board Bylaws</li> <li>• Understand board meeting process <ul style="list-style-type: none"> <li>○ OMA</li> <li>○ Parliamentary Procedures</li> <li>○ Adding Items to the agenda</li> <li>○ Voting</li> </ul> </li> <li>• Understand permissible reasons for closed sessions according to the OMA</li> </ul>	<ul style="list-style-type: none"> <li>• Identify and understand the differing roles of Governance and those of Management</li> <li>• Understand the board decision making methodology/process</li> <li>• Understand committee function</li> <li>• Review and understand the use of board policies</li> <li>• Understand procedures for modifying board policies</li> </ul>	<ul style="list-style-type: none"> <li>• Understand how items are identified for and added to the meeting agenda</li> <li>• Understand the importance and process of making policies</li> <li>• Use the board policy manual to guide decisions</li> <li>• Understand processes of the business office</li> <li>• Understand the audit process and the audit report</li> </ul>	<ul style="list-style-type: none"> <li>• Commit to identifying, utilizing, and reviewing an operational framework to execute the work of the board</li> </ul>

