



Board of Trustees Governance

The Walden School Board of Trustees shall consist of 5-7 members. The Board members will be comprised of at least one parent/grandparent/guardian of a child enrolled in The Walden School of Liberal Arts. Other members will be from the community at large. Members of the Walden School of Liberal Arts Administration Committee will also sit on the board as an ex officio members. The Board will adhere to the school's charter, mission and philosophy.

The voting Board of Trustees will consist of the Board Chair, CFO and other Board Trustees. No board member may hold more than one of these offices. The number of members may be adjusted by the Board if needed, but shall never be less than 5. The Board shall delegate the day to day operations to the Administration Committee.

Terms & Elections

The following board positions will be appointed by the Board of Trustees from nomination and applications taken from the school families and surrounding community.

Board Chair-5 year term

CFO-5 year term

Trustee-5 year term

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Vacancies on the Board of Trustees will exist (1) on the death, resignation, or removal of any member, or (2) when term of a current Board Member is up and the Member elects not to renew his/her term. For midterm vacancies, the Board may appoint a replacement member to complete the remainder of the term of the vacated seat. **The five-member board has the authority to appoint up to two additional members to serve for a specified amount of time to fulfil specialized duties.(e.g. work on facilities development, school land trust deliberations, school improvement work, etc.).** These short-term trustees will have full voting rights during their tenure.

Duties

The Board of Trustees, comprising of the Board members described above, facilitates effective decision making. This Board of Trustees will play the following critical roles:

- Execute the agenda of Board meetings.
 - Make decisions on behalf of the Board.

The Board will have shared authority for running the school with the following responsibilities:

- Evaluate performance of the Executive Director.

- Promote the mission of Walden School of Liberal Arts
- Oversee the school fundraising.
- Assure financial responsibility and accountability.
 - Approving budget and overseeing adherence.
 - Contracting for and approving an independent audit.
 - Approve all capital purchases
 - Oversee all construction and remodeling projects

The Board of Trustees will meet a minimum of 4 times each year to:

- Fulfill primary responsibilities.
 - Discuss logistics of school operations.
 - Consider and approve new or amended policies or procedures.
 - Hear board member reports or concerns.
 - Consider concerns and/or questions from parents, teachers, students and community.
 - Address any other school issues.

The Board of Trustees may not act unless a majority of the board members are present. A majority vote of the quorum will constitute action by the Board. A Board of Trustees member may be dismissed by a majority vote if he/she fails to fulfill his/her responsibilities or is consistently absent from meetings.

Additional Board meetings will be called as needed. Meeting minutes will be taken at all Board meetings and will adhere to the policies and procedures as outlined by the USOE or state legislature for public and closed meetings.

In accordance with state law, the board may hold closed meetings upon a two-thirds affirmative vote of the board members present at a meeting for which public notice was given. The board may not approve any resolution, rule, regulation, contract, or appointment at a closed meeting. Board members may participate in closed meetings through electronic means; however, when participating electronically, board members must use caution to ensure that the confidential nature of closed session discussions is maintained.

The board may hold an electronic board meeting if board leadership determines it is necessary and the requirements of Utah law are met. Remote access and participation by phone, of board members at a regularly scheduled public board meeting does not constitute an electronic meeting.

If a board meeting must be called to address an emergency or urgent public necessity, and the required twenty-four (24) hour notice is not feasible, the best practical notice must be given, including time, place, and topics to be considered at the meeting. An emergency meeting may not

be held unless an attempt has been made to notify all board members and the majority of members approve the meeting.

Members of the School Board should be familiar with the curriculum required by the State of Utah and the curriculum of Walden School of Liberal Arts. They should understand and familiarize themselves with Montessori curriculum and philosophies, project-based learning and the International Baccalaureate program. At all times, each Board member will promote and support the defining mission, philosophy and goals of Walden School of Liberal Arts by complying with the educational philosophy, discipline and other policies, and organizational structure of Walden School of Liberal Arts.

Any amendments or changes to the school's original charter application or any amendments have first to be approved by a majority vote by the Board of Trustees before being submitted to the Utah State Charter School Board and the USOE.

***All information on this page is subject to change as needed or directed by the Board**