Organization Description

B.3 Governing Body

Pursuant to A.R.S. 15-183 E 8[1] the charter school will have a governing body that is responsible for the policy decisions of the charter school. The governing body of The Paideia Academy of Chandler charter school shall be called Governing Board. The school Governing Board will be separate from the Corporate Board of Directors.

Description of the role, responsibilities, and mandated obligations of the governing body

Role

Pursuant to A.R.S. 15-183 E 8, the Governing Board will serve as the policy making body for the school.

Responsibilities

- The Governing Board has primary responsibility for the development and review of major policies that lead to success and sustainability of the organization. The Paideia Academy of Chandler Governing Board will have a written board policy manual in which all the policies the board adopts are maintained. This board policy manual will be an essential tool for effective board decision-making.
- The Governing Board of The Paideia Academy of Chandler will also have the responsibility to maintain the administrative relationship between the charter school and the authorized public chartering agency.
- Additionally, the Governing Board will:
  - Develop student and employee policy handbooks
  - Approve student and personnel policies and monitor their implementation by the School Principal
  - Prepare the annual budget and submit it for approval by the Corporate Board.
  - Review and approve curriculum and textbooks, which will meet the Common Core and AZ State Standards
  - Oversee the overall performance of the school
  - Oversee the contracting for services for The Paideia Academy of Chandler.

Mandated Obligations

- **Policy Decisions:** Pursuant to A.R.S. 15-183 E 8, the Governing Board will serve as the policy making body for the school.
- **Open Meetings:** The Governing Board of The Paideia Academy of Chandler will comply with the Arizona Open Meeting Law. To the extent required by applicable law, all official actions and deliberations by a quorum of the Governing Board (other than those permitted to be taken in executive session) shall take place at a meeting open to the public as provided in the Arizona Open Meeting Law, A.R.S. §§ 38-431, et seq.
- **Books and Records:** The Governing Body shall maintain such books and records as are required to be maintained by it pursuant to Section 39-121 of the Arizona Revised Statutes, as amended, and the rules and regulations adopted from time to time by the Arizona State Board for Charter Schools. To the extent applicable, such books and records shall be subject to

[1] Arizona Revised Statutes, Article 8 - Charter Schools, accessed on http://www.asbcs.az.gov/board_information/ars_article_8.asp

applicable Arizona laws, rules and regulations pertaining to public records, including A.R.S. §39-121, et seq.

Name, background information, qualifications, and community relationship of each Governing Board member

The initial Governing Board will be comprised by Beth Mendonca, Brian Winsor and a third person – community member. At full growth of the school, consistent with the by-laws, the Governing Board will comprise of 5 members, representative of the school community, as well as the community at large.

Beth Mendonca is a Corporate Principal and co-founder of The Paideia Academy of Chandler, Inc., which will hold the charter for The Paideia Academy of Chandler, a K-8 charter school. Beth is an experienced educator with a significant record of accomplishments in developing and implementing new and innovative programs to meet the needs of students with challenges in the learning process. She is recognized by referring districts for creating a consistent, nurturing and caring, learning environment. Beth has been successful at engaging team members to meet the vision and goals of the organizations she has been involved with. She has been very instrumental at plan execution and operations management. Beth has worked with diverse group of individuals in various work situations such as public school settings, non-profit organizations, charter schools and "for profit" private school settings.

Robert Winsor (Brian), Ph.D. is a Corporate Principal and founder of The Paideia Academy of Chandler, Inc., which will hold the charter for The Paideia Academy of Chandler, a K-8 charter school. Brian possess the necessary educational and training background to successfully plan, design and implement the charter school program at The Paideia Academy. He is highly energetic self-starter, passionate about education, qualities, which enable him to clearly define, articulate and successfully implement his vision about education.

Process for filling vacancies on and developing the school Governing Board

Consistent with the By-Laws, the Governing Board members are selected, nominated and appointed by the Corporate Board. The Board of Directors shall designate not less than three (3) nor more than five (5) individuals to serve on an executive committee of the Corporation that shall be recognized as the Governing Board of the charter school.

The Paideia Academy of Chandler Governing Board membership shall include no more than one member of the Board of Directors at a time, and at least one school staff, parent, and community member. Each member of the Governing Board shall serve for a term of three (3) years, unless removed earlier by a majority vote of the Board of Directors or by resignation. For the purpose of Governing Board membership stability, the original members shall have staggered office terms of three (3) years.

Selection of Governing Board Members

- A Director may nominate a person to serve as a Governing Board Member. A majority vote by the Board of Directors is required for installation of the nominated Governing Board member. In the event of a vacancy or vacancies, a majority of the remaining members of the Governing Board shall constitute a quorum. The Board of Directors shall replace any vacancy through nomination and majority vote that may exist on the Governing Board as soon as is reasonably possible.

Resignations and Removal

- Any Governing Board Member may resign at any time by giving written notice to the Board of Directors, the President, or the Corporation at its known place of business. Such resignation shall take effect at the time specified therein; and, unless otherwise stated therein, the acceptance of such resignation shall not be necessary to make it effective. Any Member of the Governing Board may be removed at any time, with or without cause, by the Board of Directors whenever, in its judgment, the best interests of the The Paideia Academy is served by the removal.

Vacancies

- Vacancies on the Governing Board shall exist (1) on the death, resignation or removal of any Governing Board Member or (2) when term of a current Governing Board Member is up, and the Board of Directors elects not to renew his/her term. Upon such a vacancy, the Governing Board may, at its option, solicit letters of application from members of the public interested in serving on the Governing Board. Vacancies on the Governing Board shall be filled by the Board of Directors of the corporation.

Recruitment and development

- Recruitment and development of the Governing Board will include survey and discussion of the stakeholders in the community and a degree of investigation to locate those stakeholders who seem to be able to uphold the vision and mission of The Paideia Academy and perform with excellence their responsibilities.[2] Qualifications for additional Governing Board members will also include the particular expertise they may have, that could enhance the Board's overall ability to successfully govern and fulfill the mission of the school. Vacancies shall be filled in a like manner.

  The Corporate Board will use the charter school governance to build a public school leadership team around shared values for the school. With this approach, the Corporate Board will ensure a long-range plan for board leadership recruitment and development, and a long-term viability of The Paideia Academy at Chandler

Training and orientation process that will be provided to all school Governing Board members and resources to be used

New members are invited to attend a Governing Board Meeting and they are introduced to the other Governing Board members. New members are given a job description and a bylaws manual. They are trained by the board development committee prior to starting their service. The Governing Board will develop a schedule for on-going training, to include review and application of the Open Meeting Law requirements by the school attorney.

Various state and local resources will be sought for guidance and direction through new and unfamiliar issues. Existing and new governing board members will be referred to the self-help resources available on Open Meeting Law, such as:

- The Arizona Ombudsman Office – Citizens' Aide handbook – The Arizona Open Meeting Law[3],

[2] "Building and Managing An Effective Board of Directors", Center for Nonprofit Management in Southern California)

[3] The Arizona Ombudsman Office - Citizens' Aide handbook – The Arizona Open Meeting Law, available online at www.azoca.gov under open meetings/publication)

- The Arizona Ombudsman's website, www.azoca.gov
- Arizona Agency Handbook, Chapter 7, www.azag.gov
- Attorney General Opinions – www.azag.gov

The Paideia Academy will use the free resources, until a subscription is purchased, available from to The High Bar, which is a data-driven web-based tool designed to help the Governing Board reach a high standard of charter school governance. The High Bar tool is a knowledge-based product, specifically designed for charter schools, which allows board members to learn from their peers nationwide and emphasizes the creation of sustainable governance systems. The tool allows for in-depth analysis of the board's needs and goals, efficient management of the board's work and documents, training and materials, as well as on-going governance support and training for the school's leadership[4].

The school will also use the various trainings and workshops on governance and Arizona Open Meeting Law offered through the Arizona Charter Schools Association, including participation of the governing board members in the annual conference and any breakout session dedicated to improving the school governance and compliance with open meeting law.

How the make-up of the Governing Board will comply with the Open Meeting Law

The initial Governing Board at start-up will be comprised by the two Corporate Principals. Consistent with the By-Laws, more Governing Board members (for a total of 5 at full growth of the school) will be appointed by the Corporate Board. In the meantime, should the two-member Governing Board have a split vote on a motion, the matter shall be tabled and added to a future Governing Board meeting for a new discussion and vote.

[4] http://www.reachthehighbar.com/