1.0 Board Training

St. Mary’s High School (SMHS) school board forms the Body of Christ when we gather together in His name and unite our individual gifts to build the Kingdom of God. Giving of self and reliance on the gifts of others is life-giving to the ministries through which the Church continues Christ’s saving mission. Thus, it is essential that board members be formed and trained to know the structure and mission of the school, roles and responsibilities both as individuals and as a group, and how to effectively operate as a board.

2.0 Details

Board members are provided with an information packet as candidates. That, along with the following items constitutes the board member handbook:

- History of Saint Mary’s High School in Colorado Springs
- Mission statement
- Structure, organization and personnel of SMHS
- Summary of budget and funding process (including debt and financial relationship with Diocese)
- Board and committees meeting schedules and representative agendas, board and committee membership rosters
- Board and member roles and responsibilities
- Board governance process, decision making model and meetings processes
- Rules of order/parliamentary procedures for meetings
- School calendar
- Current school statistics (enrollment, academic, financial, other key performance metrics)
- Current policy manual

Prior to acting on the board, members must sign and return their “Acceptance of Board Handbook” form; “SMHS Conflict of Interest Disclosure Statement” and acceptance to abide by Policy 2001 Non-Discrimination and Anti-Harassment.

The board provides ongoing formation and training:

- Annual board retreat
- Regularly scheduled training (at or in-between meetings)
- On-going review and assessment of various items; Governance, compliance, current issue education, duties (care, obedience, loyalty), avoidance (conflicts of interest), risk management, faith formation
3.0 Related Policies

Refer to 1107 for details regarding Board Recruitment and Nomination, 1108 for Board Communications, 2001 Non-Discrimination and Anti-Harassment, 1110 for Board Training, and 1111 for Board Assessment.

4.0 Policy Changes

<table>
<thead>
<tr>
<th>Version</th>
<th>Date</th>
<th>Summary of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial</td>
<td></td>
<td>Initial policy adoption</td>
</tr>
<tr>
<td>Version 1</td>
<td>Nov 2021</td>
<td>Administrative changes; Added reference to Policy 2001</td>
</tr>
</tbody>
</table>