

CHÁVEZ HUIERTA

K-12 PREPARATORY ACADEMY

Book	CHPA Administrative Procedure Manual
Section	Chapter 1 Board of Directors
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Legal	Chávez/Huerta K-12 Preparatory Academy Board of Directors
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To strengthen Board performance, Board Members and Consultation Council Members shall participate in the Annual Board Evaluation according to the process:

Annual Evaluation

Results will be presented to the Board during the annual July board retreat.

- A Consultation Council shall be established consisting of selected members of the CEO's Cabinet and Faculty Representatives to participate in the evaluation of the effectiveness of the Board of Directors of CHPA.
- Each January, the Board Chair will appoint two Board Members to serve on an Ad Hoc Board Evaluation Committee to review the process and survey instruments with the Chief Executive Officer. Ad Hoc Committee members will report outcomes to the full Board in a regularly-scheduled Board meeting no later than May.
- A Board evaluation will be distributed annually, to all Board and Consultation Council members in electronic format by the CEO's Office. Evaluations will be completed within seven days.
- The CEO's Office will compile the results by listing the distribution of responses given for each question and providing a list of all comments.
- One Board Officer from the Ad Hoc Board Self-Evaluation Committee will attend Consultation Council to participate in a discussion on survey findings prior to presentation to the full Board.
- The CEO's Office will compile the evaluation results into a Summary Report for review and discussion during the Board's Annual Retreat Session. Findings will be used in developing future Board goals.
- All forms and documentation associated with the evaluations will be maintained in the CEO's Office.