



# st.croixprep

## ST. CROIX PREPARATORY ACADEMY GUIDANCE ON CONSULTING BY ADMINISTRATORS Policy #SCPA-708

### I. PURPOSE

The purpose of this policy is to establish general guidance for consulting which administrators may perform outside of their normal duties at St. Croix Preparatory Academy. This policy adoption is in accordance with Minn. Stat. 124E.12, subd 2(f) -

**“No charter school administrator may serve as a paid administrator or consultant with another charter school without the knowledge and a two-thirds vote of approval of the boards of directors of the charter schools involved in such an arrangement. The boards of directors involved in such arrangements must send notice of this arrangement to authorizers upon approval by the boards. “**

### II. GUIDANCE FOR EXECUTIVE DIRECTOR (ED) AND EXECUTIVE DIRECTOR OF FINANCE & OPERATIONS.

- A. The Board pre-approves 10 hours/week of outside consulting for the ED and EDFO.
- B. Consulting opportunities exceeding 10 hours/week require 2/3 Board approval.
- C. The ED and EDFO will itemize their consulting work in their monthly reports to the Board

### III. GUIDANCE FOR OTHER ADMINISTRATORS

- A. All consulting opportunities must be pre-approved by the ED and/or EDFO.
- B. The ED and/or EDFO may only pre-approve up to 10 hours of consulting work.
- C. Consulting opportunities exceeding 10 hours require 2/3 Board approval.
- D. Administrators will itemize their consulting work in their monthly reports to the Board.

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