



I. PRIMARY ROLES OF THE GOVERNING BOARD

- Ensure high academic achievement.
- Ensure all programs and operations are faithful to the Charter, Mission, and Vision.
- Ensure that the school continues to be a viable organization.

II. OTHER ROLES AND RESPONSIBILITIES

Keep the Mission and Vision Clearly in Focus

- Periodically review the mission statement which serves as a guide to organizational planning, board, and staff decision-making.
- Use established measures to connect school performance to the mission and vision to promote high achievement and avoid mission drift.
- Understand and support the mission and vision of the school.

Provide for High-Quality School Management

- Define the boundaries between Management (the Lead School Administrator's job) and Governance (the Governing Board's job) as it defines the Governing Board's job description.
- Recruit, interview, and contract with a qualified and experienced Lead School Administrator.
- Work with Athlos Academies to review the performance of the Lead School Administrator.
- Take action if/when individual board members overstep or misunderstand their roles in relationship to the administrator and to the separation of management and governance.

Ensure Effective Organizational Planning

- Develop a strategic plan with the administrator that includes measurable goals consistent with the charter, reflective of current school-wide data, and aligned with the expectations of the school's authorizer.

Ensure Adequate Resources

- Approve fundraising targets and goals.
- Assist in carrying out development plan.
- Use personal and professional contacts for the benefit of the school.

Manage Resources Effectively

- Approve the annual budget.
- Monitor budget implementation through regular financial reports.
- Approve accounting and personnel policies.
- Provide for an independent annual audit by a qualified CPA.
- Ensure adequate insurance exists to cover students, staff, visitors, the governing board, and school assets.

Determine, Monitor and Strengthen the Programs and Services of the School

- Assure programs and services are consistent with the Charter, Vision, and Mission.
- Approve measurable organizational outcomes.
- Monitor progress in achieving the outcomes and goals.

Enhance the School's Public Standing

- Serve as ambassadors, advocates and community representatives of the school.
- Ensure that no board member represents him/herself as speaking on behalf of the governing board unless specifically authorized to do so.
- Provide for a written annual report and public "State of the School" presentation that details the school's progress and status.

Ensure Legal and Ethical Integrity and Maintain Accountability

- Establish policies to guide the school's board members and staff.
- Develop and maintain adequate personnel policies and procedures.
- Adhere to the provisions of the school's bylaws and articles of incorporation.
- Adhere to local, state, and federal laws and regulations that apply to the school.

Commit to Continuous Improvement in Governance Practices

- Define board membership needs in terms of skills, experience, and diversity.
- Recruit board nominees accordingly.
- Provide for new board member orientation.
- Participate in ongoing board development (ongoing and annual).
- Provide for an annual board performance assessment.