

DIXON MONTESSORI CHARTER SCHOOL
Board Policy
The Roles of the Board and School Director

Recognizing that charter schools are governed by boards, not by individual board members, and the relationship between the Board and the School's Director is crucial to the effective operation of the school, this policy clarifies the Board's and the Director's primary roles in governing and operating the School.

The Board's primary roles include:

1. Adopting, evaluating and updating School policies consistent with the law and the School's mission.
2. Providing direction to administration pursuant to established policies.
3. Involving the community, parents/guardians, students and staff in developing a common vision for the School focused on learning and achievement and responsive to the needs of all students.
4. Maintaining accountability for student learning by adopting the School's curriculum and monitoring student progress.
5. Hiring and supporting the Director so that the vision, goals and policies of the School can be effectively implemented.
6. Conducting regular and timely evaluations of the Director based on the vision, goals and performance of the School, and ensuring that the Director holds School personnel accountable.
7. Adopting a fiscally responsible budget based on the School's vision and goals, and regularly monitoring the fiscal health of the School.
8. Ensuring that a safe and appropriate educational environment is provided to all students.
9. Consulting with the Director on his or her recommendations and acting upon them.
10. Exercising control of the School in accordance with the State and Federal Constitution, and applicable laws and regulations.

11. Following the adopted grievance or complaint procedures contained in School policy to handle parent, community or third party complaints or employee grievances and/or complaints.
12. Providing adequate housing, equipment, supplies and other facilities for the operation of the School.
13. Hearing communications, written and/or oral, from citizens and organizations on matters of administration, finance, organization, policy and program.

The Director's primary roles include:

1. Promoting the success of all students and supporting the efforts of the Board to keep the School focused on learning and achievement.
2. Valuing, advocating and supporting the School and all stakeholders.
3. Recognizing and respecting the differences of perspective and style on the Board and among staff, students, parents and the community and ensuring that a diverse range of views inform Board decisions.
4. Acting with dignity, treating everyone with civility and respect, and understanding the implications of demeanor and behavior.
5. Working with the Board as a "governance team" and assuring collective responsibility for building a unity of purpose, communicating a common vision and creating a positive organizational cultural.
6. Understanding the distinction between Board and staff roles, and respecting the role of the Board as the representative of the community.
7. Understanding that authority rests with the Board as a whole; providing guidance to the Board to assist in decision-making; and providing leadership based on the direction of the Board as a whole.
8. Communicating openly with trust and integrity including providing all members of the Board with equal access to information, and recognizing the importance of both responsive and anticipatory communications.
9. Accepting leadership responsibility and accountability for implementing the vision, goals and policies of the School.

Each individual Board member shall:

1. Keep learning and achievement for all students as the primary focus.

2. Recognize and respect differences of perspective and style on the Board and among staff, students, parents and the community.
3. Act with dignity and understand the implications of demeanor and behavior.
4. Keep confidential matters confidential.
5. Participate in professional development and commit the time and energy necessary to be an informed and effective leader.
6. Understand the distinctions between Board and administration roles, and refrain from performing management functions that are the responsibility of the Director and staff.
7. Comply with legal responsibilities related to conflicts of interest
8. Understand that authority rests with the Board as a whole and not with individuals.

Adopted: 4/20/2010

Amended: