



CLAYTON VALLEY CHARTER HIGH SCHOOL GOVERNING BOARD

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Believe in and be an active advocate and ambassador for the values, mission, and vision of CVCHS.

- Participation in group processes, e.g., meeting preparation and performance.
- Contribute to the effective operation of the Board - and work with fellow Board members and staff to assure that the Board and its committees function well.
 - Focus on the good of the organization, independent of personal agenda, self-interest, or influence of others.
 - Support CVCHS' policies and procedures.
 - Maintain confidentiality of all work and discussions, unless authorized otherwise.
 - Support Board decisions once they are approved.
 - Help build a good culture.
- Regularly attend Board and committee meetings. Prepare for these meetings by reviewing materials and bringing materials to meetings. Be an active participant.
 - Attendance at all Regular Board meetings (3-4 hrs per month, plus 1-2 prep).
 - Attendance at all Special Board meetings (approx 2 hrs per month).
 - Attendance at all Emergency Board meetings (if needed).
 - Attendance at Board retreats (2 days @ 8 hrs per day, 1 time per year).
 - Attendance at all Board trainings (8 hrs per year).
 - Attendance at Board subcommittee meetings that apply (2 hrs per month) (Governance, Fiscal, Election, etc.).
 - Attendance at all Board-related conferences (3-4 days, at least 1 time per year).
- Inform the Board of any potential conflicts of interest, whether real or perceived, and abide by the decision of the Board related to the situation.



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- Respect the authority of the Executive Director and staff; and, adhere to the limitations of the Board, its committees, and individual Board members.
- Keep informed about CVCHS, its issues, and its connection to the community through active participation within the organization and outreach outside the organization.
 - Attendance at any CVCHS event invited to or at the discretion of the Board President.
 - Identify and cultivate relationships that support CVCHS as donors, volunteers, and advocates.
 - Attendance at all CCCOE Board meetings (Special, Emergency, Subcommittee) as needed.
 - Attendance at all MDUSD Board meetings (Special, Emergency, Subcommittee) as needed.
 - As appropriate, use personal and professional contacts and expertise to benefit CVCHS, without compromising ethics or trespassing on relationships.
- Participate in professional development opportunities to strengthen corporate governance and advance the CVCHS' effectiveness through learning. Participate in appraisal of your own performance and others, as called upon.
 - Thorough knowledge of Robert's Rules of Order.
 - Thorough knowledge of CVCHS Bylaws.
 - Thorough knowledge of CVCHS Charter Petition current version including any material revisions.
 - Thorough knowledge and understanding of CVCHS's mission.
- Demonstrate exceptional professional conduct at all times while representing CVCHS Board.
- Agree to step down from the Board position if unable to fulfill these expectations.

20-30 hour per month commitment