

AH a BOARD NEWSLETTER

From the Director of School Operations

“Children are not distractions from more important work. They are the most important work.”

~ C.S. Lewis



Do you know a board member or school leader who exemplifies one or more of the PCSD values?

Nominate a school leader or board member you would like to see highlighted in a future issue.

CLICK HERE



ATTITUDE OF GRATITUDE

This month's issue is dedicated to showing our gratitude to all charter school board members. School board governance and leadership takes dedication, hard work, and a passion for putting kids first. PCSD appreciates your board's achievements and the innovative school leaders who continue to help students across the state of South Carolina reach their potential.

We value your time, effort, and dedication to advancing public school choice and ensuring all students achieve their highest potential. Being a school board member is challenging, whether because of the time commitment or the difficult decisions you face. Board members are extraordinary people who tackle the enormous job of governing schools, and your actions and decisions affect our children's present and future lives.

Therefore, School Board Appreciation Month is an excellent time for us to say we appreciate you and...

Thank You



Board Member Responsibilities



GTCHS Board

- Academic Oversight
- Advocacy
- Financial Management
- Policy Development
- School Leader Support & Accountability



Resource Alert

[National Charter Schools Institute](#)
[“12 Board Responsibilities”](#)



All Board Members

- School board members prioritize and support student academic success in all board decisions. Their primary focus is creating an environment that fosters learning and student achievement.
- They actively advocate for and embody the charter school's mission, vision, and values. This alignment is essential for maintaining the school's identity and purpose.
- School board members commit to the financial stability and integrity of the school. Responsible fiscal management ensures the school's long-term viability.
- They play a crucial role in developing policies that establish learning, safety, and accountability standards, ensuring compliance with federal and state laws.
- School board members are responsible for selecting, supporting, and evaluating the school leader.
- Board members are expected to regularly attend board meetings, actively contribute their expertise, and model behavior that emphasizes respect, teamwork, and shared accountability.
- They ensure that the promises made by the school's charter are fulfilled, aligning the school's actions with its stated objectives.



Board Roles

Vice Chair

- Offers supports for the board chair and other leadership when needed
- Prepares to assume the office of the board chair and fulfills the board chair's duties when the presiding officer is absent or if that office becomes vacant
- Assists the board chair in executing their duties and serves on committees as requested

Secretary

- Ensures an agenda is prepared for each board meeting and collaborates with the Chair and other relevant parties to determine the meeting's focus and priorities
- Responsible for distributing the meeting agenda to board members to review and prepare for discussions
- Oversees the distribution of background materials and information related to agenda items, ensuring that board members have the necessary context and information to make informed decisions during the meeting.
- Responsible for preparing the official minutes of board meetings, making sure that documents, such as the organization's bylaws, policies, and a roster of board members, are readily accessible to all board members.
- The Board Secretary is pivotal in facilitating effective communication, documentation, and organization within the board. Their work is essential in maintaining transparency, accountability, and the smooth functioning of the board's activities.

Treasurer

- Often serves as the chair of the finance committee and facilitates the board's review of and action on its financial responsibilities.
- Maintains financial transparency, accountability, and ensures that the organization's financial resources are managed responsibly

Board Chair

The chairperson of a charter school board is a key figure responsible for overseeing the governance, leadership, and strategic direction of the organization. Their role is critical in maintaining a positive board culture, effective decision-making, and alignment with the school's mission and bylaws.

- **Presiding at Board Meetings:** The chairperson presides over all meetings of the Board of Trustees. They work with the school leader, other board officers, and committees to develop meeting agendas, ensuring that meetings are organized and productive.
- **Appointment of Key Leadership:** In consultation with other board officers, the chair appoints volunteers to key leadership positions, including chairs of board committees and task forces. They also focus on cultivating leadership succession to ensure the sustainability of board leadership.
- **Strategic Planning:** The chairperson, in alignment with the school's mission and bylaws, helps the Board of Trustees establish and maintain systems for strategic planning, including:
 - Planning for human and financial resources.
 - Reviewing operational effectiveness.
 - Setting priorities for future development.
 - Ensuring adherence to legal and ethical standards.
- **Setting Board Goals:** The chair collaborates with the school leader and other board officers to establish immediate and long-term goals and expectations for the board. These goals should align with the organization's priorities and governance concerns.
- **Hiring, Supporting, and Evaluating the School Leader:** The chair is typically involved in selecting and evaluating the school's leader. The chairperson works closely with the school leader, offering support in their role as the school's manager. It is essential to balance governance and management, ensuring that the board provides oversight and guidance rather than engaging in day-to-day operational tasks.
- **Board Culture:** The chairperson plays a crucial role in developing and maintaining an effective board culture. Fostering a positive working environment, facilitating effective communication among board members, and promoting collaboration and teamwork are essential responsibilities. The chair promotes a culture of open and transparent decision-making by encouraging diverse perspectives, inviting participation, and facilitating constructive discussions within the board, which ensures that decisions are made collectively and with a shared understanding of the school's mission and goals.
- **Professional Development:** The chair manages the professional development of the Board to enhance its effectiveness and efficiency, which includes providing opportunities for board members to strengthen their skills and knowledge related to governance and the charter school's mission.

