

HOPE Community Academy Board Position Description

Time commitment:

- Board orientation to be completed within one month of being seated (1 hour).
- A monthly board meeting (1 hour).
- A monthly and/or quarterly committee meeting (1 hour).
- A board retreat meeting (6-8 hours).
- Annual Meeting (2 hours).
- Attend school functions/events (8-10 hours combined).

Term of office:

- Three-year term. May serve consecutive terms.

Major responsibilities:

- Attend the monthly meeting.
- Attend board retreat.
- Chair and/or serve on committees, as directed.
- Approve annual operating and capital budgets.
- Review and set policies.
- Attend 4-5 school functions/events.

Required qualifications:

- Community Member:
 - Not employed by the school and does not have a child enrolled at the school.
 - Must be eighteen (18) years of age or older.
- Teacher Member:
 - Must be a licensed teacher employed by the school.
 - Must be eighteen (18) years of age or older.
- Parent Member:
 - Must be a parent or legal guardian of a student currently enrolled at the school.
 - Must be eighteen (18) years of age or older.

Training:

- New Board member orientation.
- Board members must attend ANNUAL training throughout their term(s).
- New Board members must attend the following training within the first year:
 1. Board Governance (Board roles and responsibilities)
 2. Employment Laws (employment policies and practices)
 3. Finance (finances and financial management)

Note: The initial training must begin within 6 months of being seated on the Board and be completed within 12 months of being seated or Board member is automatically ineligible to continue on the Board.