



## CCA BOARD MEMBER AGREEMENT

Being a member of the Cardinal Community Academy Board of Directors requires a serious commitment of personal time, resources and effort. Board members must believe in the charter school movement, strong discipline, parental involvement and be committed to the Core Knowledge Curriculum. Board members must support the CCA Mission Statement, which reads: The Mission of CCA is to serve student needs and achieve educational excellence. Students will have a positive learning environment that will give the students that ability to become life long learners, while encouraging responsibility, citizenship, honesty, integrity and respect between students and teachers. Every student will have the opportunity to reach high academic goals within a broad, well-rounded curriculum. Community participation will aid in guiding students to reach their highest academic potential.

The Purpose of the Board of Directors is to establish philosophy; provide vision; write, review, and enforce policies and procedures; and oversee the budget. In addition, the Board of Directors oversees and monitors CCA's adherence to the original intent of CCA organizers as outlined in the charter application. Board members do not collectively, or individual participate in managing CCA on a daily basis.

### Qualifications:

Board members are required to read Professor E.D. Hirsch's book Cultural Literacy and agree with the principle that our society has a foundation of knowledge upon which subsequent learning is built.

Board members are required to read the approved Charter Application and the By-laws.

Board members are required to read, understand and agree to uphold the principles of the CCA mission statement, charter application, and contract.

Although not a strict requirement, it is highly recommended that one desiring to be a Board member should serve on a standing committee for a minimum of one year before becoming a candidate for the Board. In addition, regular attendance at Board meetings is recommended.

Only one Board member per household at the same time.

(Adopted 7/31/02)

## **Operating Principles:**

All decisions will be made in light of the mission, goals and objectives of CCA as state in the approved Charter Application.

All Board decisions and actions taken by the Board must be made in the best interest of all CCA students.

The Board is responsible for providing strategic leadership of CCA and must plan for the long-term operation of the school.

The Board will operate as a policymaker and delegate the day-to-day operation of CCA to its Director.

The Board is responsible for developing leadership with the parent body so that there are always qualified candidates to run for Board positions.

The Board has a fiduciary responsibility to ensure that the community and CCA's students receive the maximum benefit from the educational resources that CCA has at its disposal.

The Board has complete and final responsibility in all fiscal affairs of the school, including assets represented by buildings and grounds.

The Board is responsible for a periodic evaluation of CCA, taking into consideration CCA's philosophy and goals.

## **Behavioral Expectations:**

Board members shall come to meetings prepared, having read all packet information provided in advance, and should participate in the consideration of all matters before the Board. Each Board member will ensure that he/she understands an issue before voting.

Board members shall abide by the Open Meetings Law (C.R.S. 24-6-401 through 402). Confidentiality law is also outlined in this section of the statute. Personnel matters, individual students, and negotiations are confidential by law.

Board members shall always respect the confidentiality of Executive Sessions.

Board members shall present a professional demeanor at all Board meetings. Issues being discussed shall not be personalized or directed toward any other Board member, staff member, parent or anyone else.

Board members shall respect and listen to ideas being presented by the other Board members. Board members fulfilling their responsibilities to their fullest potential shall be encouraged by ach of the other members.

Board members shall commit to resolving conflict directly with each other or with the appropriate staff member, and not share the conflict with anyone outside of the conflict, including, but not limited to other parents, other staff members, or the media.

Board members shall publicly support all final approved actions taken by the Board.

Board members have the responsibility to support the Director actively and to demonstrate that support within the school community.

Board members shall never speak negatively about staff or the Board members to the school community or parties outside the school community.

Board members who learn of a problem shall bring that problem to the attention of the Director or Board President, rather than try to deal with such a situation on an individual basis.

Board members shall attend all regularly scheduled Board meetings. Any Member missing two consecutive monthly meetings, or four meetings annually, shall be removed from the office, unless a majority of the remaining members determine that circumstances warrant retaining the member.

While at the school, Board members shall be mindful of the different roles they play: parent, volunteer, Board member, etc. A Board member shall not use his/her position of authority while acting in their parent or volunteer roles.

Board members shall not step out of their advisory/Board capacity and make statements or decisions that are the responsibility of the Director.

Board members shall hold in confidence and protect from compromise all proprietary school matters regardless of the manner by which they became aware of them.

This document does not supersede the CCA Bylaws. If there is a conflict, the Bylaws take precedence.

I HAVE READ AND UNDERSTOOD THE STATEMENTS AND QUALIFICATIONS IN THIS DOCUMENT. I FURTHER AGREE TO UPHOLD THE IDEALS AND REQUIREMENTS LISTED ABOVE.

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Board Member's Signature

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Date