

Expectations for Compass School Board Members

General Expectations

- 1) Support the School's mission, purposes, goals, policies, and programs, and the implementation and revision of the strategic plan.
- 2) Participate in the supervision and evaluation of the Director and approve appropriate compensation-benefits.
- 3) Attend activities and events sponsored by the School whenever possible.
- 4) In general, utilize personal and professional skills, relationships and knowledge for the advancement of Compass School.

Meetings

- 1) Attend regular meetings of the Compass School Board of Directors, which are each approximately two hours in duration. The board meets at least four times per year. Be accessible for personal contact in between board meetings. Prepare for and participate in board and committee meetings, including appropriate organizational activities.
- 2) Provide leadership to board committees. Each board director is expected to serve as an active, ongoing member of at least one committee. Expected committees include Development, Admissions, Finance, Building/Facilities, Educational Program.
- 3) Ask timely and substantive questions at board and committee meetings consistent with personal conscience and convictions, while supporting the majority decision on issues decided by the board.
- 4) Maintain confidentiality of the board's executive sessions, and speak for the board or the School in a manner that is aligned with the integrity and responsibilities due this position.

Avoiding Conflicts

- 1) Serve the School as a whole rather than any special interest group or constituency.
- 2) Avoid even the appearance of a conflict of interest that might embarrass the board or the School, and disclose any possible conflicts to the board in a timely fashion.
- 3) Never accept (or offer) favors or gifts from (or to) anyone who does business with the School.

Fiduciary Responsibility

- 1) Exercise prudence with the board in the control and transfer of funds.
- 2) Faithfully read and understand the school's financial statements, review the IRS Form 990 before it is filed and otherwise help the board fulfill its fiduciary responsibility.

Fundraising

1. Commit time to developing financial resources for Compass School.
2. Make a personally meaningful financial gift and support other development activities of Compass School in a manner appropriate for board directors.

Board Development

1. Participate in review and training at Board meetings and workshops or online classes around Governance and Financial Oversight topics.
2. Plan for succession of members to ensure board continuity.
3. Create and approve good governance policies as required in the Financial Manual and that support the IRS Form 990