

Job Position

The role of the JCS Governance Board is to oversee and articulate the JCS mission, vision, and direction of its school/s, to help develop strategies for both long and short term goals as well as long and short term budget plans; work as a whole to have the ultimate accountability for, and authority over, resources, academics, and activities; speak with one voice—once the board has approved an action through a resolution or policy, it becomes JCS's official position and all Board members are bound by it. To focus on what is best for the organization as a whole and not individual agendas. The Board sets policies, oversees fiscal and academic accountability; assists with Board recruitment; and hire, supervise, and release the Executive Director, or designee.

Duties and Responsibilities:**A: Executive Authority**

The Board has established the Core Values of being: 1) Student-Centered; 2) Legally Compliant; 3) Fically Sound

The Board sets and approves the organizations Mission, Vision, and Direction.

The Board operates under the organization's Bylaws, Articles of Incorporation, Conflict of Interest policy, and Charter documents.

The Board sets and approves policies and procedures for the organization as a whole.

The Board is responsible for the establishment, oversight, transparency, and accountability of the budget and reserve.

The Board approves all hiring and firing decisions as well as outside contract approvals.

The Board evaluates the organization's academic success and charter renewal.

The Board offers suggestions to the school management/is a sounding board.

The Board is the final arbitrator of serious student discipline cases.

The Board hires, supervises, and releases the executive officer.

The Board represents various stakeholders (i.e. teachers, community, members, parents, students).

The Board establishes and operates committees.

The Board assists with board recruitment when a vacancy arises.

B: Board-Executive Relationship

The Board conducts the broad oversight of the organization and delegates the day-to-day operations to the Executive Director or designee.

The Executive Director is expected to keep the Board up-to-date on issues regarding the organization on a regular basis.

Individual Board members communicate with the Executive Director on an individual basis as needed.

C: Board Process**1) Meetings**

- Minimum four meetings per year; special board meetings will be called on occasion for time sensitive matters;
- Materials related to the agenda will be given to the Board members with adequate lead time for review and preparation;
- Only those issues which are within the Board's area of responsibility shall occupy Board time;
- Memers are obligated to prepare for meetings and to participate productively in discussions.

2) Individual Board Members Responsibilities

- Understand, support, and champion the organization's vision and objectives;
- Understand the fiduciary responsibilities of Board membership;
- Show due diligence at meetings;
- Attend and participate in meetings to the full;
- Be prepared for meetings;
- Consistently act in good faith;
- Stay within the roles and responsibilities of the Governing Board and do not encroach on staff responsibilities

3) Board President

- Ensure the integrity of the governance process
- Effectively lead board meetings
- Ensure meeting content includes only those issues which, according to Board policy, clearly is the Board's business
- Ensure timely, fair, orderly effective and thorough deliberation at board meetings