

Southside Family Charter School
Board Member Job Description

The role of Board Member on the Southside Family Charter School (SFCS) board of directors is a volunteer position. Board members are elected annually by SFCS members for two year terms. A board member may not serve more than four consecutive years at a time.

The SFCS board consists of five to thirteen members, a majority of which must be parents of children currently enrolled at the school. The board shall include at least one licensed teacher employed by the school, and at least one interested community member.

Expectations and responsibilities of board members:

- Attend regular board meetings, which are approximately two hours in duration. Regular board meetings are every month. Failure to attend four consecutive board meetings shall constitute cause for removal, per school bylaws.
- Be available for personal contact in between board meetings.
- Provide leadership to board committees. Each board member is expected to serve as an active, ongoing member of at least one committee. This requires attending committee meetings (generally held monthly) and completing work delegated by the committee.
- Attend school functions whenever possible.
- Possess an understanding and appreciation of, or a willingness to learn, the history and mission of Southside Family Charter School.
- Demonstrate high ethical standards and integrity in their personal and public conduct.
- Responsibly review and act upon committee recommendations brought to the board for action.
- Prepare for decision making at board meetings by reading all distributed documents in advance.
- Take responsibility for self-education on the major issues before the board, including understanding and asking relevant questions regarding issues raised in board meetings.
- Participate effectively in board meetings, including articulating and responding to alternative viewpoints through effective communication.
- Participate in the annual board member self-review process.
- In general, utilize personal and professional skills, relationships, and knowledge for the advancement of Southside Family Charter School.
- Be familiar with and act in accord with Southside's board policies and bylaws.
- Meet the duty of care, obedience, and loyalty as defined in Minnesota Statutes 317A.
- Participate in board training required under Minnesota statutes 124E.