

Board Bylaws

Developing bylaws, the document that governs the activities of the board, is one of the activities of a charter committee during the application process. The Institute encourages each approved school to review their proposed bylaws against the specific mission and educational philosophy and review them against state requirements for non-profit boards and charter schools.

Checklist of Considerations

Did you...	Yes?
1. State the name and purpose of the school and that the school is a public school.	<input type="checkbox"/>
2. Specify that the board of directors holds the charter granted by the Charter Institute at Erskine.	<input type="checkbox"/>
3. Specify the frequency of board meetings.	<input type="checkbox"/>
4. Specify that the board of directors and its committees, irrespective of what the title may be, will comply in all respects with the open meeting law. This includes, but is not limited to, training, notice of meetings, records of meetings, and executive sessions.	<input type="checkbox"/>
5. Specify whether a member of the board of directors may participate remotely in a meeting provided that such participation complies with identified reasons.	<input type="checkbox"/>
6. Specify that board of directors will not exercise managerial powers over the day-to-day operations of the school.	<input type="checkbox"/>
7. Specify that the board of directors will fulfill their fiduciary responsibilities, including but not limited to, the duty of loyalty and duty of care, as well as the obligation to oversee the school's budget.	<input type="checkbox"/>
8. Specify that the boards of directors must ensure that school operates in compliance with all applicable state and federal laws including, but not limited to: <ul style="list-style-type: none"> • Successfully completing the opening procedures process in accordance with the charter contract • Submitting timely annual reports; • Submitting timely annual independent audits; • Hiring, evaluating, and removing, if necessary, qualified personnel to manage the charter school's day-to-day operations and holding these administrators accountable for meeting specified goals; • Approving and monitoring progress towards meeting the goals of the school • Adopting and revising school policies, including plans for student recruitment and retention that comply with state racial composition requirements; • Responding to stakeholder complaints; 	<input type="checkbox"/>

Additional Requirements

1. The board must consist of at least seven (7) members.
2. At least 50% of board members must have a background in K-12 education or business.
3. At least 50% of members of the board must be elected by the employees and parents or guardians of students enrolled in the school, with parents or guardians having one vote for each student enrolled.



Checklist of Considerations

<ul style="list-style-type: none">Ensuring that members of the board receive an orientation and training regarding their duties and obligations.	<input type="checkbox"/>
9. Specify the number of members of the board of directors.	<input type="checkbox"/>
10. Specify the number of years that shall constitute a board member's term and consider a specific, reasonable limit on successive and total terms that a board member may serve.	<input type="checkbox"/>
11. Specify that the board of trustees will exercise due diligence in assessing the suitability of candidates for board membership with respect to potential conflicts of interest and areas of skill and expertise that will be of value to the board of trustees, with such due diligence occurring prior to a vote.	<input type="checkbox"/>
12. Specify the process by which a director may resign or be removed from the board.	<input type="checkbox"/>
13. Specify that action by the board requires a majority vote of a quorum of directors and, to the degree required, specify the situations for which approval may require a special majority.	<input type="checkbox"/>
14. Specify the number and titles of board officers, describe the responsibilities of each officer, and describe the process for electing officers.	<input type="checkbox"/>
15. Specify the process by which committees are formed and utilized.	<input type="checkbox"/>

Additional Requirements

