



# Best Practices for Effective Charter Board Members

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&

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## Board Member Responsibilities

- ✓ Regular attendance at board meetings and special school events
- ✓ Participating in training courses
- ✓ Respectful communication during periods of conflict
- ✓ Adopt budget
- ✓ Adopt policies
- ✓ Hire and evaluate school leader

# Notice to Sponsor of Meetings and Freedom of Information Act (FOIA)

**According to SECTION 59-40-50 a** charter school must:

- be subject to the Freedom of Information Act, including the charter school and its governing body. A board of directors of a charter school shall notify its sponsor of any regular meeting of the board **at least forty-eight** hours prior to the date on which it is to occur.

As public schools, charter schools are subject to the requirements of the SC FOIA

- Meeting takes place only if a quorum is present
- A quorum is a simple majority
- Remember board approved minutes are public record
- Open Meetings—all charter board meetings must be open to the public unless there is a valid legal reason to go into executive session.

SC Freedom of Information Act:

<http://www.scstatehouse.gov/code/t3oc004.php>

## 6 Ways to be Successful Charter Boards

- ✓ Focus on Student Achievement
- ✓ Hire Exceptional School Administrator
- ✓ Dedication to Strong Governance
- ✓ Plan Strategically
- ✓ Commitment to Fiduciary Responsibility
- ✓ Follow the Law

## 6 DON'TS FOR EFFECTIVE BOARD MEMBERS

- X** Conflict of Interests & Personal Agendas
- X** Meddling in Day-to-Day Operation of School
- X** Financial Mismanagement
- X** Poorly Qualified Board Members
- X** Indecision vs. Too Much, Too Quick
- X** Founders Syndrome vs. Lack of Continuity

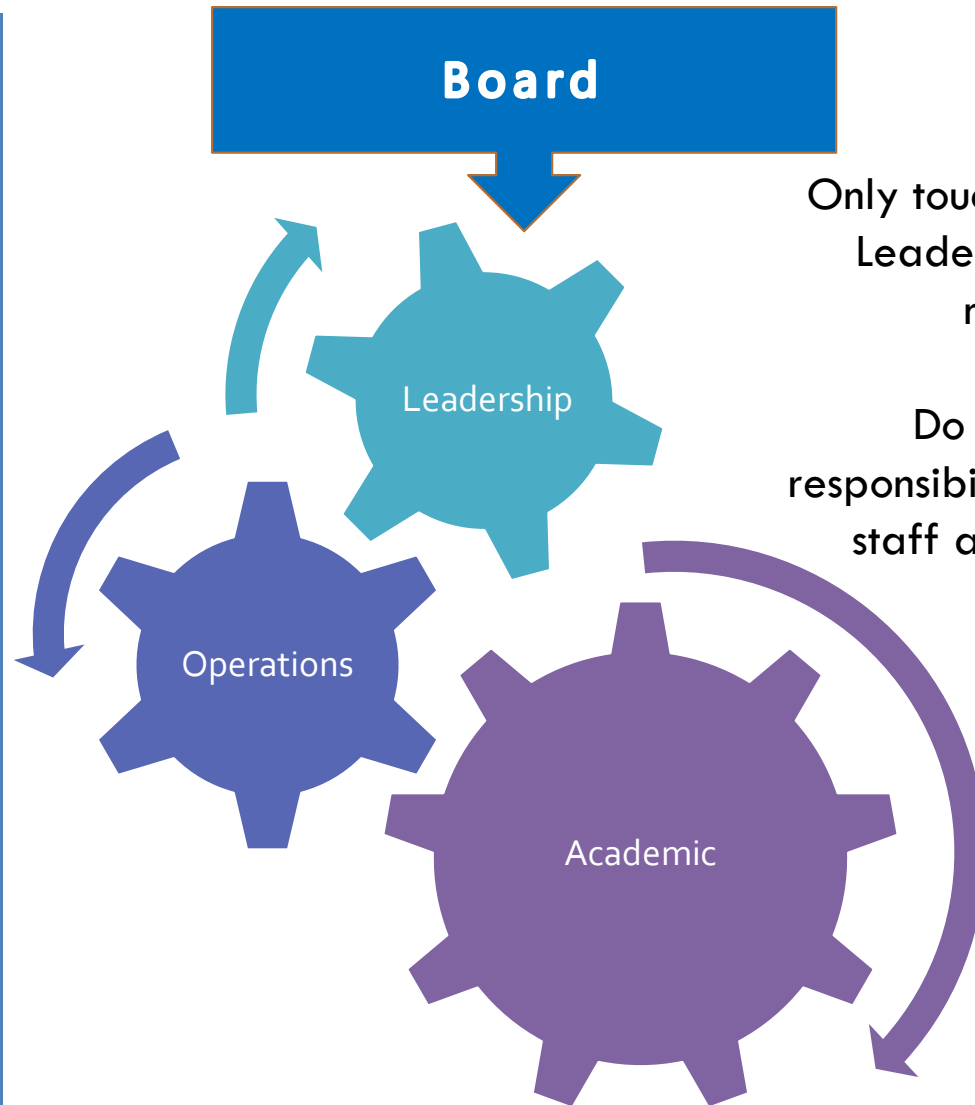
## Education/ Charter Management Contracts

- ☑ Board hires their own attorney
- ☑ Board's attorney reviews the contract
- ☑ Contract includes detailed outline of services and support
- ☑ Who does the principal/staff work for?
- ☑ Watches for duplication of services offered by other vendors
- ☑ Follow the Law

# Framework for Success

The Board acts together as one.

Control the right things the right way.



Only touch point is School Leadership at board meetings.

Do not take on responsibilities belonging to staff and leadership.

When in doubt,  
Ask!

Important date: Application due  
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