

Santa Ynez Valley Charter School Board Member Responsibilities

Distinct responsibilities come with serving on a non-profit board. By serving as a board member, you have accepted the responsibility to act in the best interests of the organization as a whole.

During your term on the board of SYVCS, you are expected to conduct yourself according to these principles:

1. Keep organizational goals before personal goals. At all times, put the best interests of SYVCS above individual desires. Seek to uphold the mission.
2. Look for ways to improve the organization and keep it relevant and progressive. If you see a problem, help identify and implement a solution. Be active in planning for the organization's future—help SYVCS remain cutting edge.
3. Speak up when you have questions or disagree but support the final decision. Once an issue has been discussed and decided, support it.
4. Accept Personal Responsibility. Take on your share of the responsibilities and work positively with the board, staff, and volunteers. Share ideas and credit.
5. Uphold Legal/ Ethical Duties. Abide by the legal standards and ethical norms expected of the organization and help ensure the organization does likewise.
6. Treat Colleagues Respectfully. Give your colleagues the benefit of the doubt. Focus conflicts on issues, not personalities or individuals. Courtesy goes a long way toward building harmony and cooperation.
7. Participate Fully.
 - a. Stay informed - attend board meetings and read emails, minutes, agendas, and collateral materials. Follow SYVCS on social media.
 - b. Committee involvement - when ad-hoc or standing committees are set up, actively participate on at least one committee. Your explicit responsibility is to utilize your expertise, time and resources to realize the goals of the committee.
8. Be an Ambassador/ Identify Potential Leaders. Be an enthusiastic cheerleader for the organization with friends, business associates, and the community. Seek out competent and relevant community leaders who might be appropriate for the board.
9. Be Generous. SYVCS should be a priority when determining where to devote your personal resources. Give your time, talents, and participate financially. Meet with Board leadership and to define and discuss your annual goals.

10. Support and Evaluate the Executive Director. Ensure the CEO has the moral and professional support needed to further the goals of the organization.

11. Monitor and Strengthen Programs and Services. Help identify and support programs consistent with SYVCS's mission; participate in monitoring their effectiveness.

12. Protect Assets and Provide Financial Oversight. Participate in the annual budget process; ask questions to ensure proper financial controls are in place.