



**File: AR-BBA/BBAA**

**BOARD POWERS AND RESPONSIBILITIES  
BOARD MEMBER AUTHORITY AND RESPONSIBILITIES**

The business, property, and affairs of the Corporation shall be controlled by the Board of Directors. The duties shall include:

- Approve all charter contracts and amendments to charter contracts.
- Approve all curriculum and curriculum revisions.
- Approve all policies and procedures.
- Control all fiscal matters, including;
  - Approve a budget for each school year based on the funds allocated to Aspen Ridge School, Inc.
  - Review and amend budgets at quarterly meetings after consideration of recommendations by the Finance Manager and/or administrators.
  - Approve all contracts, including; leases, employment offers, and third party service contracts.
- Approve all hiring and terminations of staff members.
- Approve personnel selection procedures and position descriptions.
- Elect Corporate Officers from the Board of Directors to serve as President, Vice- President, Treasurer, and Secretary.
- Promote enrollment in the school.
- Review student performance reports.
- Conduct an annual assessment of the school and self-assessment of the Board of Directors, including gathering information from stakeholders, as to how the Charter School is fulfilling its mission and vision and meeting its long-term goals.
- Regularly attend Board of Directors' meetings or be subject to removal from his/her position by a vote of the Board of Directors after two or more consecutive meetings.
- Fill any vacancies that may occur on the Board of Directors following procedures specified in Section 2 of these By-Laws.

Each member of the Board of Directors is expected to:

- Be accountable to the parents and the public.
- Work on behalf of the entire school and not as an advocate specifically for one's

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Amended July 7, 2011



own child.

- Make careful distinction between official statements as a member of the Board of Directors and statements made as an individual who happens also to be a Board Member.
- Create an environment that encourages and enables individuals to responsibly express their opinions while bringing together all constituencies in support of the school's mission.
- Understand that the school relies on the support of each member of the Board of Directors and contribute to the school through active participation and leadership.
- Convey the school's message to the public as well as its constituencies, and build public support for the school.