

Governing Board Member Position Description



The Governing Board's role is to oversee the vision, mission and unique school design, and related school performance and overall school operations to ensure the fulfillment of Odyssey's Charter and related school policies, as well as local, state and federal laws and regulations. The Governing Board's responsibilities include but are not limited to establishing and approving all educational and operational policies, major contracts including school facilities, the school's calendar, annual budget and any subsequent revisions, overseeing the school's fiscal and legal affairs including resource development, and hiring, evaluating and terminating the Executive Director and delegating the hiring, evaluation and termination of all other faculty and staff to the Executive Director. It shall be the duty of the Board Members to:

1. Perform any and all duties imposed on them collectively or individually by law, by the Articles of Incorporation, or by these Bylaws;
2. Appoint and remove, employ and discharge, and, except as otherwise provided in these Bylaws, prescribe the duties, fix the compensation, and provide an annual evaluation of the Executive Director;
3. Supervise all officers of the Corporation, and the Executive Director, to assure that their duties are performed properly;
4. Establish and approve all major educational and operational policies; approve the annual budget and oversee fiscal affairs; contract with outside sources for operations oversight and audit; receive funds for operation in accordance with charter school law; and solicit and receive grants and donations consistent with the mission of Odyssey;
5. Actively pursue fund-raising on an ongoing basis, with the objective of raising operating and capital funds;
6. Meet at such times and places as required by these Bylaws;
7. Register their addresses with the Secretary of the Corporation, and notices of meetings mailed, e-mailed, or faxed to them at such addresses shall be valid notices thereof;
8. Conduct an annual meeting within 4 months of the end of the Fiscal Year;
9. Carry out such other duties as are described in the Charter;
10. Reflect and honor the ethnic and cultural diversity of the communities served by Odyssey;
11. Attend all of the Board's regular meetings;
12. Maintain adequate insurance to protect the School against loss because of fire, damage to school property, loss to other property, or general liability resulting as a responsibility of the School and its Board members or officers while acting on behalf of the School.