

Association of Colorado Independent Schools

Governance Workshop
Graland Country Day School
Friday, March 13, 2020

DEFINING THE ROLE OF THE BOARD OF TRUSTEES

The chief responsibilities of the Board of Trustees at an independent school are:

1. To establish, review, update, and safeguard the mission of the school
2. To hire, support, evaluate, and, if necessary, to terminate the contract of the Head of School
3. To ensure the acquisition and stewardship of financial resources and facilities to enable the school to pursue its mission effectively
4. To plan strategically for the future of the school.

To fulfill these responsibilities, the Board of Trustees:

1. Assumes a role of setting major policies, delegating the management of operations to the Head (who shares some of this responsibility with the faculty and staff)
2. Establishes a collaborative relationship with the Head and confers with him/her to ensure soundness as it sets major policies
3. Systematically recruits, selects, and orients new members to bolster its ongoing effectiveness
4. Organizes itself, usually through a committee or task force system, to accomplish its work
5. Communicates with the school's constituencies regarding the Board's major activities and decisions
6. Takes responsibility for educating itself through reading, discussion, participation in the life of the school, and involvement in professional growth opportunities
7. Evaluates its performance so that it can appreciate its successes and improve its competence.