Mission: To ignite the passion within all students to reach their greatest potential through a nurturing and innovative learning environment. Vision: All students experience positive education, career, and life outcomes.

Board of Trustees Responsibilities

General Responsibilities:

Each trustee is responsible for actively participating in the work of the Board of Trustees of Samueli Academy (the Academy) and the life of the school. The governance structure of the Academy is intended to support and facilitate the accomplishment of the Charter School Mission. It is the Board's responsibility to: 1. Ensure that the mission is relevant and vital to the community it serves and, 2. Monitor the success of the Charter School in fulfilling its mission, and 3. Is fully responsible for overseeing the operation and fiscal affairs of the Charter School.

Specific Responsibilities of the Board of Trustees:

- Adopts a clear statement of the Academy's mission, vision and strategic goals.
- Develops and approves policies and procedures for the Academy and the Board of Trustees.
- Reviews and maintains appropriate bylaws that conform to legal requirements.
- Assures that the Academy and the Board of Trustees operate in compliance with the applicable laws and regulations, minimizing exposure to legal action.
- Adopts a conflict of interest policy that is reviewed with, and signed by, individual trustees annually.
- Assures accountability for both the financial stability and the financial future of the Academy, engaging in strategic financial planning, assuming primary responsibility for the preservation of capital assets and endowments, overseeing the operating budgets, and participating actively in fundraising.
- Approves and monitors the annual budget and school performance report.
- Approves the annual financial audit accordingly to generally accept accounting practices.
- Approves the Annual Report (by October 31 of each year).
- Reviews and approves insurance policies/renewals on an annual basis.
- Selects, supports, nurtures and evaluates, and sets appropriate compensation for the Executive Director.
- Maintains a focus that is long range and strategic.
- Undertakes formal strategic planning on a periodic basis, sets goals related to the

plan and conducts annual written evaluations for the Academy, Board officers and the Board itself.

- Is committed to a program of professional development that includes annual new trustee orientation, ongoing trustee education and evaluation, and Board leadership succession planning.
- Approves the school calendar and schedule of Board of Trustee meetings.
- Participates in the dispute resolution procedure and complaint procedures when necessary.
- Approves charter and bylaw amendments and/or material revisions (subject to OCDE approval).

Individual Board of Trustee members:

- Serve as a committee or advisory committee chair or member.
- Actively participate in one or more Academy fundraising events and assist in fundraising for the Academy.
- Complete the Annual Conflict of Interest Disclosure Form, as identified in the Samueli Academy Conflict of Interest Policy.
- Complete the California Form 700 Fair Political Practices Commission Annual Statement of Economic Interest, required of all Board of Trustees and Officers of Samueli Academy.
- Attend monthly Academy Board of Trustee meetings.
- Serve as an ambassador for the Academy in the community.

Board Member Terms

- Each Board member, after the expiration of the Founding Board's staggered terms, or service, shall serve a term of three (3) years.
- Board terms begin with the fiscal year on July 1, unless filling a vacant seat.