

Effective Governance and Foundational Documents	
School has a well-drafted charter, and the board knows the date of the charter reauthorization.	
School has necessary MOUs in place.	
School has regular and constructive conversations with its authorizer.	
School regularly updates its authorizer at regular meetings of the authorizer's governing board as requested	
School has well-drafted and current articles of incorporation.	
School has a comprehensive set of bylaws in place, and a process for reviewing them annually.	
School has a regular practice of reviewing its budget at board meetings so that its legal and financial status is clear and well-understood by board members.	
Long-term/strategic plans (LCAP) are translated into annual action plans/goals and progress (or lack thereof) is reported annually to the board.	
School's mission and vision statements accurately reflect the work of the organization and vice versa.	
Board Operations and Relations	
Board members understand their legal and ethical responsibilities(duty of care/loyalty, conflict of interest).	
Governance Team has created, and regularly updates, a Governance Handbook to ensure continuity in practice by all board members.	
New board members receive Governance and Brown Act Training and receive information in accordance with the Governance Handbook prior to or within the first few months of being seated.	
The board is composed of individuals with a broad and appropriate range of expertise and experience that meet the needs of the charter school.	
Board conducts annual self-evaluation/self-assessment and makes adjustments accordingly.	
Board member selection process ensures a broad and appropriate range of expertise and experience in accordance with the school's bylaws.	
Board chair is a strong, capable meeting facilitator.	
Meetings have clear agendas focused on necessary policy and action items and are posted within required time frames.	
Meetings are conducted pursuant to common ground rules that are well understood by all members	
Personnel and Staffing	
Board selects the Lead Administrator/Executive Director.	
Board develops performance goals/targets and evaluates Lead Administrator's performance each year.	
Board has established a plan for succession in the event the Lead Administrator leaves/retires.	
The Board approves the salaries and compensation policies for all School personnel in compliance with any applicable state laws and collective bargaining procedures (if applicable);	
Board has adopted comprehensive personnel policies aligned with applicable state/federal laws & regulations.	
Clear organizational chart, job descriptions and staffing plans are in place and an annual review process is followed	
Academic Performance Monitoring	

The Board, or a committee thereof, periodically reviews student performance based on school level assessments and state-and federally-mandated assessments and works with the Executive Director to set goals for student achievement on school level assessments. The Executive Director implements the goals for student achievement on such assessments.	
The Board reviews and adopts academic policies to achieve the student achievement goals.	
The Board approves all academic performance reports to all federal, state and local agencies.	
The Board, or a committee thereof, hears and decides student expulsion and suspension recommendations;	
The Board reviews and approves student and parent policies and any proposed amendments thereto;	
The Board reviews and approves the school's annual academic calendar;	
The Board annually reviews the school performance reports;	
Budget and Finance	
Board adopts an annual budget that maximizes the school's resources in support of mission/vision.	
Board ensures LCAP budget aligns with school priorities.	
Board monitors budget throughout the year.	
Board contracts with independent auditors each year, reviews audit report, and takes any needed follow-up action.	
Board has adopted a long-term (e.g., 5-year) financial plan in coordination with the school's overall long-term/strategic plans.	
Board has adopted a comprehensive set of fiscal policies.	