



## **Board of Trustees Member Job Description**

### **About the American Dream School**

The American Dream School is a dual-language (Spanish/English) school serving grades 6 -12 in the Mott Haven area of the South Bronx. Opened in Fall of 2014, we offer a project-based, dual-language program that cultivates bilingualism and biliteracy.

The American Dream School graduated our first-ever senior class in June of 2021, 90% of the graduates of which will be “Triple-First:” first to graduate ADS, first-generation American, and first in their families to attend college.

### **Board of Trustees and Governance**

The Board of Trustees of The American Dream School (the “Board”) is responsible for ensuring that the school is living up to its mission, operating in compliance with its charter and all applicable state and federal laws and for the overall governance; it will retain final authority over all aspects of the school.

### **About the Position**

The American Dream School’s Board of Trustees’ fundamental responsibility is to chart the school’s course and ensure that it has the adequate resources it needs to fulfill its mission. The Board has a unique role in finance and budgeting, and in preserving and expanding physical resources. The Board will also be called on to participate and represent the school in fundraising events and activities.

Responsibilities of the Board will include: setting strategic goals for the school, hiring, overseeing and evaluating the Principal, approving the annual budget, responding to parent complaints and acting as the final point of accountability for the school in its relationship with the Board of Regents as the chartering entity.



Specific responsibilities include, but are not limited to:

- Setting and clarifying the school's mission and purpose
- Appointing, supporting, and evaluating the principal's performance
- Preparing and implementing monthly board meetings
- Supporting the school's engagement in sound strategic planning
- Reviewing the school's educational programs
- Assuring the school is meeting its benchmark goals as outlined in the charter
- Making informed, data-driven decisions to ensure the success of the school
- Participating in fundraising
- Recruiting new board members
- Ensuring good financial management
- Relating the school to the outside community and the outside community to the school
- Assessing its own performance as a board
- Communicating with the Board of Regents when necessary
- Participating in a parent, student or staff grievance process
- Delegating responsibilities to others in accordance with the bylaws

The composition of the Board of Trustees of The American Dream School reflects strategic expertise, resources, and perspectives needed to achieve the mission and strategic objectives of the school.

**Qualifications for service on the Board of Trustees are:**

- Belief in the mission and vision of The American Dream School
- Expertise that will advance the mission of the school
- Understanding of and commitment to the duties of a board member
- Agreement with the Bylaws
- Commitment of time and energy to supporting The American Dream School through: board training, analyzing financial statements, reviewing board documents before board meetings, attending monthly board meetings, serving on committees to which they are assigned, promoting and attending fundraising events, and supporting additional initiatives.