



PALISADES

CHARTER HIGH SCHOOL

Empowering Educational Excellence.

PCHS BOARD MEMBER ROLES AND RESPONSIBILITIES

The purpose of the Board of Trustees (BOT) of Palisades Charter High School is to act in the best interest of the residents of the State of California and PCHS's stakeholders to ensure that PCHS:

- a) Achieves appropriate results, in an appropriate manner, for its students in accordance with its Charter**
- b) Ensures PCHS operates in a fiscally responsible manner and**
- c) Avoids unacceptable actions and situations**

Members of the Board of Trustees have legal and fiduciary responsibilities to the school. The BOT are responsible for maintaining fiscal accountability, financial oversight, and governance oversight.

Code of Conduct:

1. Each Board member has a fiduciary responsibility for the funds entrusted to the school and for sound budgetary management.
2. A Board member informs oneself of PCHS's history, mission, goals, and legislation governing education and Charter schools.
3. A Board member reads the approved Charter and is familiar with school policies.
4. A Board member comes to meetings prepared and ensures the school's interest above their own self-interest.
5. A Board member ensures he/she understands an issue before voting.
6. A Board member understands Governance is not Management.
7. A Board member respects confidentiality of Closed Sessions.
8. An individual Board member does not impose a personal agenda on the Executive Director.
9. A Board member clarifies concerns with the Chair and members of the Standing Committees.
10. A Board member does not deal with problems brought to their attention on an individual basis and brings that problem to the attention of the Executive Director or Board Chair.
11. A Board member recommends all stakeholder concerns follow the [PCHS complaint procedures](#) to seek resolution.
12. A Board member follows sound communication practice, adheres to the Brown Act, and refers all press inquiries to the Executive Director.
13. A Board member regularly attends Board meetings, Special Board Meetings, and related meetings.
14. A Board member actively participates on a standing committee.
15. A Board member is aware of current operations, concerns, and legacy issues.
16. A Board member attends all Board trainings.