

Topic	Rankings / Notes			
	Complete	In Progress	Little / No Progress	Not Applicable
<b>Vision and Strategic Plan</b>				
The Board drafts, modifies and approves the School Mission and reevaluates the School Mission in renewal years.				
The Board reviews, provides input and approves the one- and five-year Strategic Plans submitted by the Executive Director.				
The Board adopts policies to successfully implement the School Mission and Strategic Plans.				
The Board oversees the Executive Director to ensure that the School Mission and Strategic Plans are reflected in the day to day operations of the school, including ensuring that the curriculums align with the School Mission.				
<b>Academic Performance Monitoring</b>				
The Board, or a committee thereof, annually reviews student performance based on state- and federally-mandated assessments and works with the Executive Director set goals for student achievement.				
The Board, or a committee thereof, periodically reviews student performance based on school level assessments and works with the Executive Director to sets 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 as				

<p>required by law (Dashboard Indicators, SARC etc).</p> <p>The Board approves an Local Control Accountability Plan and annually reviews, updates and approves it.</p>				
<p>The Board, or a committee thereof, researches or develops student data collection systems and periodically reviews them to ensure their effectiveness.</p>				
<p><b>Staffing and Personnel:</b></p>				
<p>The Board reviews and approves personnel policies and any amendments thereto;</p>				
<p>The Board hires and terminates, upon nomination and recommendation of the Executive Director, all personnel. <b>[Note: Some boards delegate hiring and firing of staff to the director without board review.]</b> When the Board does not agree with a personnel recommendation by the Executive Director, the decision of the Board is final after further consideration appropriate to the circumstances.</p>				
<p>The Board hires, evaluates, and terminates the employment of the Executive Director.</p>				
<p>The Board establishes performance goals for the Executive Director and communicates the goals to the Executive Director;</p>				
<p>The Board annually reviews the Executive Director’s performance;</p>				
<p>The Board annually reviews the Executive Director’s employment contract, and reevaluates it yearly;</p>				
<p>The Board establishes and annually reviews the Executive Director succession and recruitment plans;</p>				

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);				
<b>Parent, Student and Community Relations</b>				
The Board, or a committee thereof, hears and decides student expulsion recommendations;				
The Board, or a committee thereof, hears and decides student suspension appeals, if applicable;				
The Board reviews and approves student and parent policies and any proposed amendments thereto;				
As needed, the Board communicates with the media and community at large consistent with the School’s Mission and Vision;				
<b>Finance and Budget</b>				
The Board reviews and approves the fiscal management and internal controls policies and any proposed amendments thereto;				
The Board reviews and approves the school’s annual academic calendar;				
The Board, or a committee thereof, solicits and selects the school’s independent financial auditor, oversees the auditor’s work, and receives the auditor’s report(s);				
The Board, or a committee thereof, reviews and adopts and amends the annual budget as well as interim and annual financial statements;				
The Board, or a committee thereof, reviews and approves the audit report;				
The Board monitors the responses to the audit				

THIS DOCUMENT WAS ADOPTED FROM THE CSDC’S BOARD GOVERNANCE POLICY #1 – BOARD DUTIES AND RESPONSIBILITIES; DELEGATION OF POWER

report and implementation thereof.				
<b>Facilities</b>				
The Board enters into financing and building contracts;				
The Board approves construction and remodeling of facilities;				
The Board, or a committee thereof, researches school sites as needed, and funding and facilities options;  The Board, or a committee thereof, makes recommendations on facilities needs and policies.				
<b>Board Internal Business</b>				
Board members understand their legal and ethical responsibilities (duty of care/loyalty, conflict of interest).				
Board is composed of individuals with a broad and appropriate range of expertise and experience. Board seeks outside counsel for matters beyond its expertise.				
The Board drafts, reviews and approves board policies and amendments thereto;				
The Board recruits prospective Board members;				
The Board orients new Board members;				
The Board, as needed, provides training to its members;				
The Board develops and yearly implements a Board self-evaluation. From time to time, the Board re-evaluates its self-evaluation process.				
Meetings are well planned with clear agendas focused on appropriate policy and action items.				

Board chair is a strong, capable meeting Facilitator.				
Meetings are conducted pursuant to the Brown Act.				
<b>Charter Performance and Renewal</b>				
The Board annually reviews the school performance reports;				
The Board, as needed, reviews charter school renewal proposals and reports.				
<b>Areas of Improvement / Possible Future Goals</b>				

**Mission**

The mission of Clarksville Charter School is to develop the individual gifts of students in El Dorado County and adjacent counties to become critical thinkers, responsible citizens and innovative leaders prepared for academic and real-life achievement in the 21st Century. The mission will be accomplished through quality, personalized, standards-based education which could include online coursework, offline textbook work, project-based learning, and unique hands-on and experiential learning experiences facilitated in partnership with students, parents, staff, and community.

## Schoolwide Learner Outcomes

At Clarksville Charter School, we have goals for our students that are known as Schoolwide Learner Outcomes (SLOs). SLOs are a part of our school culture: they reflect our school vision, the College and Career Readiness standards, and the education of the whole child.

Clarksville Students Are:

- *Navigators of the Digital World* - Navigators of the digital world who are proficient in the use of technology, media, and online resources.
- *Self-Directed* - Self-directed and motivated students who are able to set attainable goals to achieve academic success.
- *Personalized Learners* - Personalized learners who are able to thrive in the style of education that best fits their individual needs.
- *Independent Critical Thinkers* - Independent critical thinkers who have the ability to problem solve, take ownership, and apply their knowledge to a variety of problems.
- *Responsible Citizens* - Responsible citizens who demonstrate integrity and respect while actively seeking knowledge of local and global issues.
- *Effective Communicators* - Effective communicators who can thoughtfully articulate their thinking with confidence while collaborating with peers.

## **Delegation of Power to the Executive Director**

The Board delegates the following powers to the Director, or his/her delegate:

### **Vision and Strategic Plan:**

- The Executive Director provides input to the Board when it drafts, modifies and approves the School Mission and in each subsequent year when it reevaluates the School Mission;
- The Executive Director drafts and submits to the Board the School's one- and five-year Strategic Plans;
- The Executive Director implements the Board-adopted policies to implement the School Mission and Strategic Plans, by among other things adopting appropriate procedures and training staff on the policies and procedures.

### **Academic Performance Monitoring:**

- The Executive Director creates a report reflecting student performance based on state- and federally-mandated assessments, provides a copy to the Board, reviews the performance with the Board, or a committee thereof, and provides input to the Board when setting goals for student achievement on national assessments. The Executive Director implements the goals for student achievement on such assessments;
- The Executive Director quarterly creates a report reflecting student performance based on school level assessments, provides a copy to the Board, reviews the performance with the Board, or a committee thereof, and provides input to the Board when setting goals for student assessment on school level assessments. The Executive Director implements the goals for student achievement on school level assessments;
- The Executive Director implements Board adopted policies to achieve the student achievement goals, by among other things, adopting appropriate procedures and training staff on policies and procedures;
- The Executive Director creates all academic performance reports required by all federal, state and local agencies as required by law and provides them to the Board for approval;
- The Executive Director consults with teachers, principals, administrators, other school personnel, parents and pupils in developing the local control and accountability plan and annual update to the local control and accountability plan, which is approved by the Board annually;
- The Executive Director develops the school calendar and class schedule and provides them to the Board for approval.

### **Staffing and Personnel:**

- The Executive Director drafts all personnel policies and presents them to the Board for review and approval. The Executive Director also recommends any proposed amendments to the personnel policies and presents them to the Board for review and approval;
- The Executive Director nominates and recommends hiring and terminating all school personnel other than the Director and presents those nominations and recommendations to the Board, for final approval or rejection. **[Often the Executive Director is given authority to make staffing decisions without board approval. Amend this section as necessary.]** The Executive Director is responsible for all recruitment activities associated with the hiring of school personnel;
- The Executive Director recommends the salaries for all School personnel in compliance with any applicable state laws and collective bargaining procedures (if applicable) to the Board for final approval;
- The Executive Director ensures that all school personnel are evaluated on a yearly basis and creates the process for such evaluation;
- The Executive Director implements all personnel policies, including the school's internal complaint procedures. If applicable, the Executive Director presents employee grievances to the Board, which hears and decides them (only applicable if employees are given grievance rights under a contract or collective bargaining agreement).

### **Parent, Student and Community Relations**

- The Executive Director implements the policies and procedures adopted for student expulsion and recommends student expulsions to the Board, upon completion of the school-level procedures.
- The Executive Director follows the policies and procedures adopted for student suspensions and refers any student appeals to the Board to hear and decide such appeals;
- The Executive Director drafts, and subsequently implements the Board adopted student and parent policies, by, among other things, adopting appropriate procedures and training staff on the policies and procedures. The Executive Director drafts amendments to the student and parent policies, and presents them to the Board for approval;
- At the request of the Board, the Executive Director communicates with the media and community at large in a fashion that is consistent with the School's Mission and Vision;



## **Finance and Budget**

- The Executive Director drafts and subsequently implements the Board adopted fiscal policies, by, among other things, adopting appropriate procedures and training staff on the policies and procedures. The Executive Director drafts amendments to the fiscal policies, and presents them to the Board for approval;
- The Executive Director drafts and submits to the Board, or a committee thereof, the quarterly and yearly budget drafts;
- The Executive Director drafts and submits to the Board the final quarterly and yearly budgets and other required financial statements;
- The Executive Director implements the responses to the audit report as instructed by the Board.

## **Facilities**

- The Executive Director conducts school site needs assessments at the direction of the Board;
- The Executive Director conducts capital campaigns as needed;
- The Executive Director implements any facilities policies.

## **Charter Performance and Renewal**

- The Executive Director annually drafts any required school performance reports for Board review;
- The Executive Director, as needed, drafts charter school renewal proposals and reports.