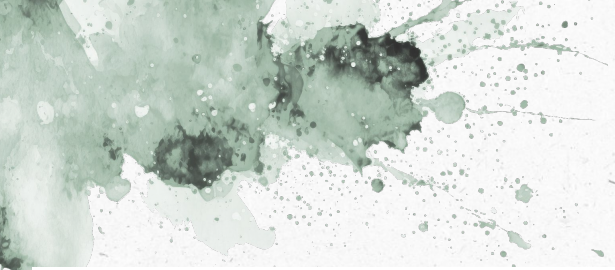




# Sage Oak Charter Schools Board of Directors Manual

## Summary of Revisions

- 1** | **Grammar and Readability**  
Clerical edits for readability were made throughout the manual.
- 2** | **Reimbursement of Expenses**  
Updated section to provide clarity on reimbursement of expenses..
- 3** | **Superintendent/CEO Evaluation**  
A section was added to provide a high-level overview of the Board's role in the Superintendent/CEO evaluation process.



## Reimbursement of Expenses

Board members shall be reimbursed for actual and necessary expenses such as travel, telephone, business meals, or other authorized purposes incurred when performing authorized services for the nonprofit corporation. ~~Expenses for travel, telephone, business meals, or other authorized purposes shall be in accordance with policies established for the nonprofit corporation personnel and at the same reimbursement rate.~~ ¶

## **Superintendent/CEO Evaluation**

The Board will vote annually on the approval of the evaluation timeline and plan, as well as the stipend amount for each Superintendent/CEO evaluator for conducting a comprehensive 12-month evaluation of the Superintendent/CEO.

The Board and Superintendent/CEO shall annually develop and agree upon performance goals and objectives that shall serve as the basis for an annual evaluation. The evaluation process shall follow a timeline mutually agreed to by the Board and the Superintendent/CEO.

The Board shall devote a portion of at least one meeting annually for discussion and evaluation of the performance and working relationship between the Superintendent/CEO and the Board. Such meetings shall be conducted in closed session, unless mutually agreed otherwise, and allow the option to deliberate privately without the Superintendent/CEO present when discussing the final conclusions of an evaluation.