



Annual Board Member Agreement

Banning Lewis Academy board members are expected to sign the following agreement at the start of their term and annually thereafter.

I, _____, understand that as a member of the Board of Directors of Banning Lewis Academy, I have a legal and moral responsibility to ensure that the organization does the best work possible in pursuit of its goals. I understand my legal responsibilities to meet the duty of care, duty of loyalty, and duty of obedience. I believe in the purpose and the mission of the organization, and I will act responsibly and prudently as its steward.

I understand that I do not have the authority to make decisions as an individual, but that my authority is only through the collective decision-making not the Board.

I have read and understand the Board Responsibilities and the Individual Board Member Responsibilities that govern my work on the Board. I will perform my duty as a board member by fulfilling my responsibilities as an individual board member as specified here and by partnering with other board members to fulfill the responsibilities of the collective Board as specified in our by-laws, policies, and other guiding documents.

If I don't fulfill these commitments to the organization, I will expect the Board President to call me and discuss my responsibilities with me. After discussion, if I still feel unable to fulfill these expectations, I will resign from the Board.

Specific Responsibilities:

1. Believe in and be an active advocate ambassador for the mission, vision, and values of Banning Lewis Academy.
2. Work with fellow board members to fulfill the obligations of Board membership.
3. Collaborate respectfully with fellow board members to serve the best interests of the school's students, parents, and staff.
4. Behaving in ways that clearly contribute to the effective operation of the Board of Directors:
 - a. Focus on the good of the organization and group, not on a personal agenda.
 - b. Support Board decisions once they are made.
 - c. Participate in an honest appraisal of one's own performance and that of the Board.
 - d. Build awareness of and vigilance toward governance matters rather than management.
5. Regularly attend Board and committee meetings in accordance with absenteeism policy.

6. Prepare for board meetings by reviewing materials and bringing the materials to meetings. If unable to attend, notify the Board President or Committee Chair.
7. Keep informed about the school and its issues by reviewing materials, participating in discussions, and asking strategic questions.
8. Respond to emails in a timely manner (within 48 hours).
9. Follow through on commitments made to work outside of board meetings. If unable to fulfill a commitment made, notify the Board President.
10. Actively participate in one or more fundraising event(s) annually.
11. Use personal and professional contacts and expertise for the benefit of the school.
12. Serve as a committee chair or member.
13. Give an annual financial contribution at a level that is personally meaningful or secure an annual financial contribution from others.
14. Inform the Board of Directors of Banning Lewis Academy of any potential conflicts of interest, whether real or perceived, and abide by the decision of the Board related to the situation.
15. Commit to continuous improvement of the Board through annual self-evaluation and ongoing professional development.
16. Keep up-to-date on developments in education, charter school issues, and needs of students with learning difficulties.
17. Follow confidentiality policies, including FERPA-protected information.
18. Refrain from making special requests of the staff.
19. Commit to upholding a culture of diversity, equity, and inclusion where all students, families, staff, and board members are welcome and valued.
20. Participate professionally in dialogue with other board members and the community, including listening with an open mind and seeking to understand differing perspectives.
21. Demonstrate the highest standards of personal integrity, honest, and fortitude in all activities.

Signed: _____ Date: _____