

- Board structure and operations including policies, description of board directors' responsibilities, overall committee structure and responsibility descriptions for each committee, decision-making methods, organizational chart, list of current board directors, titles, and all affiliations.
- Staffing structure, job description of charter school administrator, administrator performance review procedures.
- Finances including the charter school's financial history, current financial condition and long-range financial plans, previous year's audit and budget, the current annual budget, the school's investment and banking procedures and other relevant financial information.
- Sample newsletters, brochures, or other publications; Newspaper or magazine articles about the charter school

❖ **List each of the proposed members of the school's governing board, indicating any ex-officio members and vacant seats to be filled. For each proposed member, provide a brief description of the person's background that illuminates the contribution he/she intends to make through service as a governing board member and any office of the board that individual holds.**

The following local representatives have agreed to serve on the Governing Board:

1. Karl Huber
2. Nora Maddox
3. Robert Connor
4. R. Mark Hardin
5. Don Delp

Their resumes and/or description of intended contribution are in Appendix B.

❖ **Explain how parents and the community will be involved in the governance of the school.**

School Advisory Council

A School Advisory Council ("SAC") will be established and consist of parents, the principal, teachers and community members. The School Council shall be a link between the school, the community, and the Governing Board. The School Advisory Council shall serve to make recommendations and/or provide key information and materials to the Board. The SAC will not have authority to dictate policies of the school nor issue directives. It is designed to give parents a voice in the operations of the school. Its function is to provide advice to the school leadership and surface concerns from parents, and communicate with and mobilize the larger school community. They will meet to discuss topics such as the volunteer needs of the school, advice on issues regarding the educational program (e.g., curriculum, extended day, use of technology), or the school atmosphere and culture. It will also provide leadership on fundraising for the school but this will not be its primary function. In addition, the SAC may also coordinate "town forum" meetings twice a year to get parent input and serve needs of parents for information or discussion.