



LOWCOUNTRY MONTESSORI SCHOOL

Individual Board Member Performance Expectations

General Responsibilities

Each board member is responsible for actively participating in the work of the Lowcountry Montessori School Board of Directors and the life of the organization. Each board member is expected to affirm and strive to fulfill the performance expectations outlined below. These expectations are to be clearly articulated prior to nominating any candidate as a board member. The Lowcountry Montessori School Board will nominate the candidate only after s/he has agreed to fulfill these expectations. In addition to the responsibilities below, individual board members are expected to help each other fulfill the tasks outlined in the collective Job Description of the Board of Directors.

Specific Responsibilities

- Believe in and be an active advocate and ambassador for the values, mission, and vision of Lowcountry Montessori School.
- Work with fellow board members to fulfill the obligations of board membership.
- Behave in ways that clearly contribute to the effective operations of the Board of Directors:
 - Focus on the good of the organization and group, not on a personal agenda
 - Support board decisions once they are made
 - Participate in an honest appraisal of one's own performance and that of the board
 - Build awareness of and vigilance towards governance matters rather than management.
- Regularly attend board and committee meetings. Prepare for these meetings by reviewing materials and bringing the materials to meetings. If unable to attend, notify the board or committee chair. Be aware of, and abide by the board's attendance policy.
- Be prepared to contribute approximately 6-8 hours per month toward board service which includes:
 - Attending a monthly board meeting (2 hours)
 - Participating on a board committee (1-2 hours)
 - Reading materials, preparing for meetings (1-2 hours)
 - Attending events at the school, assisting with fundraising and other ambassador tasks as needed (2 hours)
- Keep informed about the organization and its issues by reviewing materials, participating in discussions, and asking strategic questions.
- Actively participate in one or more fundraising event(s) annually.
- Use personal and professional contacts and expertise for the benefit of Lowcountry Montessori School.
- Serve as a committee or task force chair or member.
- In the event there is an annual fund campaign or capital campaign, make a financial contribution at a level that you believe is personally meaningful.
- Inform the Board of Directors of Lowcountry Montessori School of any potential conflicts of interest, whether real or perceived, and abide by the decision of the board related to the situation.

- Attend and review required and suggested Board Development opportunities, including seminars, webinars, guest speakers, and board orientation.
- Be familiar with the LMS charter.

* No person who has been convicted of a felony may serve on the board of a South Carolina charter school. Within ten days of election, each person elected to the Lowcountry Montessori School Board of Directors must complete a SLED and DSS background check at his/her own expense and provide the results of said background checks to the Board Chair. The Board will accept background checks that have been obtained within twelve months prior to the election.

