

Board Expectations and Code of Conduct Policies and Procedures

1. Board members shall abide by the NC Open Meetings Law (G.S. 143.318.9 et seq) The law prohibits the conducting of board business (policymaking, actions, resolutions, etc.) among a quorum of the board, except at regularly scheduled or advertised special meetings. Board meetings are defined as communication through person, telephone, or any other means. Confidentiality law is also outlined in the open meetings statute and pertains to current and past board members. Personnel matters, individual student information, and negotiations are confidential by law.
2. Admit shortcomings, accept responsibility, and act for the future of Southeastern Academy Charter School.
3. Work collaboratively with other board members to fulfill the fiduciary and governance obligations of Southeastern Academy Charter School Board.
4. Support the mission of Southeastern Academy Charter School.
5. Advocate for Southeastern Academy Charter School within the community.
6. Adopt policy to clarify the operational boundaries of the school leader.
7. Allow the hired leadership to perform daily, operational duties while they also help shape the governance effectiveness of Southeastern Academy Charter School board.
8. Act in professional and respectful manners to provide an example that others may emulate and to foster effective and efficient operation of Southeastern Academy Charter School:
 - a. Follow the duty of loyalty to pursue actions that are in the best interest of the school, not a personal agenda
 - b. Enact policies and procedures that are governance-based not management-oriented
 - c. Evaluate, annually, individual and full board performance
9. Attend board meetings regularly as set forth in the board by-laws Article IV, Section 4. If not able to attend, the board chair or secretary is to be notified with the reason for the absence.
10. Serve on at least one standing committee of the board.
11. Prepare for board meetings by reviewing materials in advance of the noticed meeting.
12. Ask pertinent, thoughtful, and engaging questions to help the board make the best decision possible for the students and staff of Southeastern Academy Charter School.
13. Expectations include a professional demeanor at all board meetings. Issues being discussed shall not be personalized and directed toward any other board member, staff member, parent or anyone else. Discernment should be used in interpersonal relationships and communications.
14. Sign, annually, the school's Conflict of Interest statement. Should a conflict arise during the year, you must bring that to the attention of the full board for a discussion. Failure to do so violates this agreement.
15. Participate actively in fundraising and school-related events.
16. Remember that each board member has no individual authority. It is only as a collective board that there is authority.
17. It is important that the board demonstrate cohesion. Board members shall support the decisions, policies, and actions of the board, even when they personally disagree or advocate a contrary position.
18. Resign from the board if you believe you are unable to fulfill the above stated expectations or that you no longer support the mission/vision of Southeastern Academy Charter School.

Southeastern Academy Charter School
12251 NC Hwy 41 N – Lumberton, NC 28358
www.southeasternacademy.org

Effective Date: November 5, 2014
Approved Date: November 5, 2014
Last Revised Date: November 5, 2014

By signing below, I agree to maintain all of the expectations above. I understand that failure to adhere to this code of conduct may result in removal from the board by a two-thirds vote.

Name

Signature

Date