



CAL- ISBOA BOARD EXPECTATIONS

Membership on the Cal-ISBOA Board is a privilege.

MISSION STATEMENT

Cal-ISBOA develops, delivers and promotes business and operational best practices to advance the business officer profession and support the operations of Independent Schools in California.

▪ COMMITMENT

- ✓ Serve a full term of three years
- ✓ Commit to serve as a board member to carry out the Cal-ISBOA mission statement
- ✓ Become familiar with all policies approved by the Board of Directors

▪ CONDUCT

- ✓ Board members are expected to conduct themselves in a fair, honest and professional manner and with the greatest integrity at all times
- ✓ Such conduct is vital to the success and reputation of the association and Cal-ISBOA expects nothing other than the highest standards of ethical and lawful behavior of its Board members
- ✓ Keep the work of the board and all board information confidential and discuss only amongst current board members

▪ ATTENDANCE

- ✓ Attend at least two board meetings per year unless excused by the board chairperson prior to the meeting
- ✓ Attend the annual board retreat, if scheduled, unless excused by the board chairperson prior to the meeting

▪ PARTICIPATION

- ✓ Attend a board orientation session within 90 days of joining the board
- ✓ Active participation on at least one board committee
- ✓ Mentor new board members, as needed
- ✓ On an annual basis, participate in the evaluation of the performance of the board and the Association Director

▪ SUPPORT

- ✓ Act as a spokesperson with non-member schools as to the values of being a Cal-ISBOA member
- ✓ Make a special effort to attend events such as regional professional development sessions and web-based seminars.

I have read the above minimum requirements and agree to comply:

Signature: _____

Date: _____

Name: _____

(please print)