

# **New Board Orientation Manual**

## ***Contents***

### **A. The School**

- The Charter and/or Charter Renewal Application
- Charter Contract
- School Improvement Plan (most recent)
- Parent/Student Handbook
- Employee Handbook

### **B. The Board**

- Strategic Plan (current year)
- Roster of board members—contact information, brief biographies
- Job description for Board members
- Board policies (includes list of standing board subcommittees)
- Board Member Agreement
- Yearly board calendar

### **C. Legal Documents and Policies**

- Bylaws of the Corporation
- Articles of Incorporation

### **D. Finances**

- Last year end audited financial statement
- Current year budget

### **E. Other**

- List of Acronyms