



Basic Responsibilities of Each Director

1. Attend all Board and committee meetings and functions (e.g., special events).
2. Be informed about the School's mission, services, policies, and programs.
3. Review all agendas, reports, and supporting materials before each Board and committee meeting.
4. Serve on committees or task forces and offer to take on special assignments.
5. Make a personal financial contribution to the School.
6. Inform others about the School.
7. Suggest possible nominees to the Board who can make significant contributions to the work of the Board and the School.
8. Keep up-to-date on developments in the School's field.
9. Follow conflict-of-interest and confidentiality policies.
10. Refrain from making special requests of the School's staff.
11. Assist the Board in carrying out its fiduciary responsibilities, such as reviewing the School's financial statements.