



Basic Responsibilities of Nonprofit Boards

1. Determine School's Mission and Purpose. It is the Board's responsibility to create and review a statement of the School's mission and purpose that articulates the School's goals, means, and primary constituents served.
2. Select Head of School. The Board must reach a consensus on the Head of School's responsibilities and must undertake a careful search to find the most qualified individual for that position.
3. Support and Evaluate the Head of School. The Board should ensure that the Head of School has the moral and professional support that he or she needs to further the School's goals.
4. Ensure Effective Planning. The Board must actively participate in an overall planning process and assist in implementing and monitoring the plan's goals.
5. Monitor and Strengthen the School's Programs. The Board must determine which programs are consistent with the School's mission and monitor their effectiveness.
6. Ensure Adequate Financial Resources. The Board must secure adequate resources for the School to fulfill its mission.
7. Protect Assets and Provide Proper Financial Oversight. The Board must assist in developing the annual budget and in ensuring that proper financial controls are in place.
8. Build a Competent Board. The Board must articulate prerequisites for Board candidates, orient new directors, and periodically and comprehensively evaluate their own performance.
9. Ensure Legal and Ethical Integrity. The Board must adhere to legal standards and ethical norms.
10. Enhance the School's Public Standing. The Board must clearly articulate the School's mission, accomplishments, and goals to the public and garner support from the community.