

Oak Hill Montessori Community School
(OHMCS)

Board of Directors Application Packet

Oak Hill Montessori Community School Board of Directors Eligibility Notice

Pursuant to Minnesota State law and OHMCS bylaws, parents of students enrolled at OHMCS, licensed teachers employed as teachers at OHMCS, and interested community members are eligible to serve on the Board, subject to the following limitations:

- a.** An individual is prohibited from serving on more than one charter school board at the same time in either an elected or ex-officio capacity;
- b.** The Board shall not include Directors that are related parties, as defined by Minn. Stat. § 124E.02;
- c.** The OHMCS Executive Director may only serve as an ex-officio non-voting board member;
- d.** A person employed by OHMCS, other than as a licensed teacher, shall not serve as a Director;
- e.** An employee, agent, contractor, or board member of OHMCS's authorizer shall not serve as a Director;
- f.** A contractor providing facilities, goods, or services to OHMCS shall not serve as a Director;
- g.** An individual whose immediate family member, as defined by Minn. Stat. § 124E.02, or partner is a full or part owner or principal with a for-profit or nonprofit entity or independent contractor with whom OHMCS contracts for professional services, goods, or facilities shall not serve as a Director;
- h.** A Director who has been removed from the Board shall not serve as a Director in the six years following the removal;
- i.** An individual who was terminated from employment at OHMCS shall not serve as a Director in the six years following the termination;
- j.** A person under the age of 21 shall not serve as a Director;
- k.** A person, or an immediate family member of such person, that has been a party to litigation or legal action adverse to OHMCS at any time during the five year period prior to the application period shall not serve as a Director.

Board of Directors Position Description and Expectations

Director terms are **3 years**, and begin on July 1 following the election. Board Directors are expected to commit to the following:

1. Attend regular meetings of the OHMCS Board, which are each approximately 1.5 hours in duration. The Board meets monthly. Be accessible for personal contact in-between Board meetings.
2. Provide leadership to Board committees or subcommittees. Board directors may serve as an active, ongoing member of one or more OHMCS Board committees or subcommittees. This requires attending committee and subcommittee meetings throughout the year and completing individual committee-assigned tasks.
3. Commit time to show Board presence and support at OHMCS community functions, such as Back-to-School Night, Graduation and other events as warranted.
4. Responsibly review and act upon committee recommendations brought to the Board.
5. Prepare in advance for decision-making and policy formation at Board meetings; take responsibility for self-education on the major issues before the Board.
6. Participate in the annual Board Director self-review process.
7. Participate in the annual Board development and planning conference.
8. In general, utilize personal and professional skills, relationships and knowledge for the advancement of Oak Hill Montessori Community School.
9. Be familiar with, and act in accord with, OHMCS School's Board of Directors' Policy Manual.
10. Meet the duty of care, obedience and loyalty as defined in Minnesota Statutes §317A.
11. Participate in the Board training required under Minnesota Statutes. §124E.10.
12. Comply with the OHMCS Conflict of Interest policy.

I am aware that this Board Position Description is an expression of good faith and provides a common ground from which Board members can operate.
