



Approved by BOD 3/28/2022

Position: Board Member

As a member of the Duluth Community School Collaborative Board of Directors, you are an integral part of the DCSC team. The team consists of Board Members, the Executive Director, staff, volunteers, community partners, parent and youth advisory councils, and the program participants. The Board sets policy. The Executive Director supervises all staff and the implementation of services.

Mission: Duluth Community School Collaborative promotes wellbeing and success for Duluth Public Schools students and families by co-creating, celebrating, and mobilizing for equitable educational experiences.

Vision: Students and families flourish in connected schools and communities

The Board:

1. Adopts the organization's mission and determines the purpose of the organization.
2. Sets policy and direction for the organization.
3. Ensures effective organizational planning and evaluation.
4. Prepares for and actively participates in board meetings.
5. Prepares for and actively participates in at least one of the following committees: Finance, Executive, Personnel, Fundraising, or Ad Hoc Committees
6. Maintains, updates, and follows the articles of Incorporation and bylaws.
7. Ensures there are enough resources for the organization to operate.
8. Manages the budget of the organization in accordance with the fiduciary responsibilities of the Board.
9. Determines and monitors the organization's programs and services.
10. Acts as an ambassador for the organization.
11. Provides guidance and evaluation of the Executive Director.
12. Evaluates its performance.

Individual Board Members:

1. Support the Executive Director as needed.
2. Attend Board meetings and actively participate, including service on committees and as officers.
3. Assist in identifying and soliciting financial resources for the agency.
4. Monitor any conflict of interest by announcing the possibility of such at Board meetings.
5. Volunteer at DCSC events.
6. Represent the DCSC in the community as requested.

Board meetings are the 4th Monday of every other month from 4:30-6 p.m.