



Cabrillo Point Academy

Board Members Position Summary

SUMMARY OF POSITION

Cabrillo Point Academy is a public charter school dedicated to supporting home-educated students in southern California. We recognize the importance of strong leadership in furthering our school's mission and are looking to round out our board with professionals from various occupations and backgrounds to provide diverse expertise and perspective. We are currently recruiting qualified individuals to serve on the Board of Directors.

MISSION STATEMENT

Cabrillo Point Academy is a public charter school dedicated to supporting home-educated students in southern California. We recognize the importance of strong leadership in furthering our school's mission and value a governing board filled with professionals from various occupations and backgrounds to provide diverse expertise and perspective.

DUTIES AND RESPONSIBILITIES

Board Responsibilities

- Set vision and long-term strategies to achieve school's mission
- Approve the annual budget and oversee the school's finances
- Evaluate, support, and determine compensation for the Executive Director

Individual Board Member Responsibilities

- Serve for a full term of 2 years
- Prepare for and attend monthly board meetings
- Be a part of one or more board committees
- Recruit new board or committee members
- Attend trainings as needed
- File an annual Statement of Economic Interests and avoid conflicts of interests
- Contribute 4 to 8 hours per month toward board service which includes:
 - o Attending a monthly board meeting (2 hours)
 - o Reading materials, preparing for meetings (2 hours)
 - o Training, governance development (varies month to month)
 - o Completing tasks between meetings (varies)

DESIRED QUALIFICATIONS

- Competence in at least one or more of the following areas:
 - o Finance and accounting
 - o Charter school administration
 - o Nonprofit governance experience
 - o Human resources
 - o PR/marketing
 - o Entrepreneurism or business
 - o Homeschooling and/or public education
- Strategic thinker with solid problem-solving skills
- Knowledge of or willingness to learn about legislation surrounding charter schools
- Must live within 50 miles of meeting location: 3152 Red Hill Ave. #150 Costa Mesa, CA 92626

REIMBURSEMENT

The Board of Directors is a volunteer position. However, you receive reimbursement of any out-of-pocket expenses. You are also covered by general liability and fiduciary insurance while serving as a director.