



## Board of Directors Job Description

*Cedar River Montessori School (CRMS) is governed by a board of directors that is responsible for guiding and assessing the effective implementation of the CRMS mission.*

They are primarily responsible for:

### **Strategic Planning and Thinking**

The board of directors develops and maintains the strategic plan for the school, guiding decisions on the organizational level in terms of program, facilities, etc. while keeping in mind the overall vision and mission of the school

### **Setting Policy**

The board of directors oversees the development of policy for school operations.

### **Hiring, Evaluating and Supporting the Head of School**

The board of directors is not involved in the day-to-day operations of the school, but supports the school head in developing the necessary skills and resources to run the school effectively.

### **Financial Stability**

The board of directors is responsible for the financial stability of the school and thus sets tuition rates and approves annual budgets.

### **How Does the Board Govern?**

The board of directors generally meets once a month on the second Tuesday, September through June, and once each summer. Board members should be committed to attending every board meeting, but the board is also understanding of other constraints of member's time.

### **Who Serves on the Board of Trustees?**

Trustees are parents of alumni/ae and members at large who demonstrate commitment to CRMS and the Montessori way. The board seeks to have a balance in its membership of the professional expertise and skills needed to advance the work of the school as well as members who can tell the story of the school and ensure its rich history is honored.

