

## Board Member Agreement

I, \_\_\_\_\_, understand that as a member of the Board of Specified Jurisdiction (BSJ) for \_\_\_\_\_ (name of Catholic school), I have a moral and ethical responsibility to ensure that the Catholic school community does the best work possible in pursuit of its ministry goals. I believe in the educational ministry of the organization, and I will act responsibly and prudently as one of its stewards in the areas specified in the BSJ bylaws.

As part of my responsibilities as a BSJ member:

- ❖ I will bring the school community's work and values to the extended community, represent and act as a liaison for them.
- ❖ I will attend at least 80% of BSJ meetings, committee/ subcommittee (work group) meetings, and development events and activities.
- ❖ I will make a personal financial contribution at a level that is meaningful to and feasible for me.
- ❖ I will act in the best interest of the school community, and excuse myself from discussions where I have a conflict of interest.
- ❖ I will stay informed about what is happening with the school community. I will ask the appropriate questions and request necessary information related to the issues and matters of the BSJ.
- ❖ I will work in good faith with the pastor/superintendent, and president/principal, as well as my colleagues on the BS, as partners towards achievement of our ministry goals.
- ❖ If I do not fulfill these commitments to the BSJ and school community, I will expect the chairperson of the BSJ to call me and discuss my responsibilities with me.

In turn, the members of the executive committee will be responsible to me in several ways:

- ❖ I will be sent, without request, a packet that includes reports from the various committees and subcommittees and an update of school

community activities via reports from the pastor/superintendent and president/principal that allow me to meet my desire to be an informed member of the BSJ.

- ❖ Opportunities will be offered to me to discuss the ministry goals, programs and activities of school community, and status as these relate to the areas specified in the BSJ bylaws with the pastor/superintendent, president/principal, and BSJ chairperson.
- ❖ The pastor/superintendent, president/principal, and the BSJ chairperson will assist me in performing my responsibilities and duties by keeping me informed about issues in the area of Catholic school education, and by offering me opportunities for professional development as a board member.
- ❖ Administrators, BSJ members, and staff members related to the specified areas will respond in a straightforward fashion to questions I have that I believe are necessary to carry out my ethical responsibilities as a BSJ member. They will work in good faith with me towards achievement of governance as leadership.
- ❖ If the members of the Executive Committee do not fulfill its commitments to me, I can call on the pastor/principal, assistant superintendent, president/principal, and/or the BSJ chairperson to discuss these responsibilities.

Signed:

\_\_\_\_\_ / Date: \_\_\_\_\_  
Member/BSJ

\_\_\_\_\_ / Date: \_\_\_\_\_  
Canonical Administrator

\_\_\_\_\_ / Date: \_\_\_\_\_  
Chairperson/BSJ

(Adapted from Jan Masaoka/CompassPoint Nonprofit Services and Marianne Philbin)