**Odyssey Charter School**

## ocs LOGO Governing Board of Trustees Application Packet – September 2017

The Board of Trustees invites all interested persons to submit an application for candidacy for the upcoming

Board of Trustees Elections

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Number of Seats Up for Election: 2

How to Apply

Potential nominees should submit the nominee application and a bio (1 page or less).

Questions and applications should be emailed to: elections@odysseycharter.net

Elections At-A-Glance

Nominations Close – Friday, September 22, 2017 at 12:00 pm

Voting Begins: Tuesday, September 26, 2017

Voting Closes: Friday, September 29, 2017 at 3:15 pm

What do OCS Trustees do?

The Board represents the State of Utah, which authorizes and underwrites Odyssey Charter School. The role of the Board is to ensure that Odyssey lives up to its charter and Board-stated Ends. The Board accomplishes its role through careful crafting and monitoring of policies. Most of your time on the Board of Trustees will be spent in becoming familiar with the charter, board policies and other documents, and working with other Board members to ensure Odyssey is fulfilling its mission.

Duties and Expectations

*Mission and Philosophy*: Uphold the academic mission and philosophy of Odyssey Charter School

*Financial*: Ensure proper management of, and accountability for, school funds and assets

*Legal*: Ensure compliance with relevant laws and regulations

*School Policies*: Create school policies that are lawful and fair and provide appropriate protection for everyone involved with the school

*Oversight of Administrative Operations*: select, evaluate and support the director

*Long-Term Strategic Planning*: Plan for the long-range future of Odyssey Charter School.  **Odyssey Charter School**

## ocs LOGO Nominations Packet

Nominee Application - Part I

**Please read and assert to the following:**

**Board Member Expectations**

1. Intimately know Odyssey’s mission and philosophy. Defend and support this purpose and direction at all times.
2. Attend training in Policy Governance in order to participate effectively in the governance process. (Example: Charter School Leadership Conference held annually in June.)
3. Attend regular meetings of the OCS Board, which are each approximately two hours in duration. The board meets twelve (12) times per year. Be accessible for personal contact in between board meetings. Average time commitment required per month: 3-4 hours.
4. Provide leadership to board committees and scrupulously observe OCS governance policies currently in force.
5. Responsibly review and act upon matters brought to the board for action.
6. Prepare in advance for decision-making and policy formation at board meetings; take responsibility for self-education on the major issues before the board.
7. Participate in the annual board development and planning retreat usually held in the summer of each year.
8. In general, utilize personal and professional skills, relationships and knowledge for the advancement of Odyssey Charter School.
9. Recognize that a board member’s primary responsibility is to ensure Odyssey achieves the ends it is chartered by the State of Utah to achieve and not to pursue personal interests or agendas.

I am aware that all elected board members are expected to act in accordance with the above expectations and commit do so in good faith.

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Nominee’s Signature Date

# ocs LOGO Odyssey Charter School

##  Nominations Packet

Nominee Application - Part II

**Personal Information**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relevant Community Experience and/or Employment (attach a resume if relevant):

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Why are you interested in serving as a board member of Odyssey Charter School?

Area(s) of expertise/Contributions you feel you can make to Odyssey Charter School as a board member:

Other volunteer commitments:

***For Board Development Committee Use***

\_\_\_\_ Nominee reviewed by the Board Development Committee. Date \_\_\_\_\_\_

\_\_\_\_ Nominee attended a board meeting. Date \_\_\_\_\_\_

Action taken by the board: