



Ivy School Board Application

Please complete and email to: info@theivyschool.org or mail the application to:
The Ivy School, Attention Board Chair-Application. 5420 N. Interstate Ave.
Portland, OR 97217.

Name _____

Address _____

Email _____

Phone number _____

Do you currently have a student attending the Ivy School? _____

Why are you interested in serving on the Board of Directors at The Ivy School?

Do you have any area(s) of expertise/contributions you feel you can make to the Charter School as a board member?

Do you have interest in a specific board role or committee?

Board Chair _____

Treasurer _____

Committee _____

Vice Chair _____

Secretary _____

(Fundraising, grant writing, facilities, outreach, etc.)

List relevant community experience and/or employment (include a resume or CV).

List other volunteer commitments.

Do you have any conflicts of interest or potential conflicts to disclose?

The Ivy School Board of Directors Contract

The Ivy School Board of Directors shall have a firm belief in and shall be fully committed to educational equity in the context of the Montessori public charter school.

The purpose of the Board of Directors is to direct, not manage, the school. Board members shall be able to support the Executive Director in realizing the Ivy School vision, fostering relationships with staff and the school community, and overseeing the budget.

Expectations for Professional Development

___ All Board members agree to participate in ongoing board development and training.

___ Board members agree to become familiar with the Montessori method, the Common Core State Standards, and the Oregon Department of Education contract and performance framework.

___ Board members agree to read, understand, and contribute to the development and revision of all Ivy School policies and procedures.

___ Board members should attend at least two PTA meetings a year to show support and encouragement for that vital aspect of our school. Ivy Board members are not eligible to serve on the PTA board. However, Board members may chair and serve on committees of the PTA.

____ Prior experience on a non-profit board of directors is helpful, but not a requirement. A high value for professionalism and the success of the school is mandatory. Motivation for serving on the Board shall be to help guarantee the educational success of students.

____ All Board members are required to attend a yearly Board conference, where the goals of the Board are defined, a Board self-evaluation critiqued, outside speakers' may present information on effective board leadership or other pertinent topics.

____ The Board will conduct an annual self-evaluation. Goals for the next year will also be determined at that time. Directors shall fulfill their responsibilities on the Board, Board committees, or Board subcommittees to their fullest capability.

Behavioral Expectations

____ Expectations include maintaining a professional demeanor at all times at Board meetings. Issues being discussed shall not be personalized and directed toward any other Board member, staff member, parent, or student. Confidentiality is expected in all situations.

____ Board members shall respect and listen to ideas being presented by other Board members.

____ Board members fulfilling their responsibilities to their fullest potential shall be encouraged by each of the directors.

____ When receiving criticisms from parents or other interested parties about staff or other Board members, the Board member shall direct the speaker to the Board member/staff member involved. Board members will not speak negatively about staff or Board members will commit to resolve conflict directly with each other or with the appropriate staff member, and to not share conflict with anyone outside of the conflict, including, but not limited to other parents, other staff members, or the media.

____ Board members shall exemplify integrity, honesty, and respect. A dedication and commitment to the vision of the Ivy School and the charter school movement shall be top priority for every Board member. Any Board member finding himself or herself involved in an irresolvable conflict shall put the vision of the school first and possibly step down from the Board if resolution cannot be found.

____ Board members shall abide by Oregon Public Meeting Laws [192.610 to 192.60]. Please review: <https://www.oregonlaws.org/ors/192.610>

____ Board members agree to use their assigned Ivy email address for all board communications.

____ Board members missing more than two consecutive Board meetings, without prior approval for their absence may be relieved of their Board position and involvement.

Governance of The Ivy School

____ A Board of Directors shall govern the Ivy School. The Executive Director of the Ivy School shall answer directly to the Board and serve at the pleasure of the Board. The Executive Director shall make decisions on a day-to-day basis and fulfill all administrative duties for the school. The Board will maintain the vision and steer the school's direction as it carries out the Mission Statement of the school.

____ As with all charter schools, the Ivy School is an entity separate from the school district in the area of governance. This unique characteristic of charter schools shall be guarded by each Board member.

____ Board members will not question in any public arena any decision made by the Executive Director. If a director questions a decision, he or she shall immediately take that concern or disagreement to the Executive Director in a confidential and diplomatic format. Likewise, the Executive Director shall agree to the same commitment. Mutual respect is expected at all times.

____ While at the school, Board members shall be mindful of the different roles they play: parent, volunteer, board member, etc. A Board member will not use their position of authority while acting in their parent or volunteer roles. Directors shall foster good relationships with the administrator and staff on a personal level. With humility, each Board member will serve the best interests of the school.

____ Board members shall remember that stepping out of their advisory/Board capacity and attempting to run the school as an administrator is not the role of a Board member.

____ The vision and mission statement of the Ivy School, a Montessori charter school, will serve to guide and direct the Board of Directors. The goal to continually improve, maintain integrity, serve Ivy families, and ensure educational equity and academic success for all students shall take precedence in all situations.

Every student of The Ivy School will be given equal educational opportunities regardless of age, sex, sexual orientation, gender identity, race, religion, color, national origin, disability and marital status. The Ivy School may not limit student admission based on ethnicity, national origin, race, religion, disability, gender, income level, proficiency in English language or athletic ability, but may limit admission to students within a given age group or grade level

Signed, this _____ day of _____, 20____

Signature of Board Member Candidate

For Board Use

Applicant application has been reviewed by the Board of Directors. Date_____

Applicant has attended a board meeting. Date_____

Applicant has been interviewed by the Board. Date_____

Action taken by Board: