



**DIVISION OF K-12
EDUCATION INNOVATION
AND SCHOLAR SUCCESS**

GRAND VALLEY STATE UNIVERSITY®

Role Description for Charter Public School Board Members

This document provides an overview of expectations for all board members governing GVSU-authorized charter public schools. Current board members may find this helpful when recruiting new members.

Role Summary

The Board of Directors is the governing body of a Michigan Public School Academy (PSA) authorized by Grand Valley State University (GVSU). Board members serve as public officials and fiduciaries responsible for the school's academic success, financial health, and legal compliance in accordance with the charter contract and Michigan law.

Key Responsibilities

- Govern the school in alignment with the charter contract, bylaws, and GVSU expectations.
- Set and monitor the school's mission, goals, and strategic direction.
- Oversee academic performance and school improvement using data and reports.
- Approve and oversee the annual budget, financial reports, and independent audit.
- Hire, support, and evaluate the school leader or oversee the Educational Service Provider, as applicable.
- Ensure compliance with the Open Meetings Act (OMA), the Freedom of Information Act (FOIA), and ethics requirements.
- Participate in required training and maintain a professional working relationship with GVSU.

Time Commitment

- Attend regular board meetings and special meetings. Remember, GVSU requires 70% attendance for reappointment.
- Participate in committees and required training.
- Estimated 2-4 hours per month.

Qualifications

- Commitment to public education and student success
- Willingness to learn Michigan charter governance and GVSU requirements
- Ability to act independently, collaboratively, and in the best interest of the school
- Experience in education, finance, law, governance, or community leadership is helpful but not required

Service Terms

- Appointed in accordance with the school's bylaws and charter contract
- Voluntary, unpaid position
- Board members are public officials and must meet all legal and ethical obligations.