

Section 15.03: Roles and Responsibilities of BOE

- 15.03.1** The BOE shall be charged with the responsibility to meet federal and state requirements, develop strategic plan and goals, adopt an annual budget approved by the BOD, establish and maintain a basic organizational structure for the ISCN school systems, and create a climate that promotes educational excellence.
- 15.03.2** The BOE shall provide administrative oversight relative to the educational policies and play a central role in establishing systems and processes to ensure the school system's fiscal accountability.
- 15.03.3** The BOE shall establish strong relationships with parents and others to help support students and advocate for private education.
- 15.03.4** The BOE shall undertake broad human resource functions that include making crucial decisions regarding the schools' top-level leadership and key staff by recruiting, hiring and evaluating the performance of the principals of different ISCN schools. The school principals shall have the responsibility to hire the staff in consultation with the BOE.
- 15.03.5** The BOE shall not run the schools; it will ensure that they are run efficiently by exercising supervision and control primarily through the school principals.
- 15.03.6** The BOE shall establish benchmarks to monitor the progress of the execution of the strategic plan and evaluate the school principals on his or her successful implementation of the BOE strategic plan.
- 15.03.7** The BOE shall receive regular status reports on the progress of the plan from the school principals.
- 15.03.8** The BOE shall speak in one voice through the President of BOE to the school principals and communicate as a whole based on formal decisions taken at the BOE meetings.
- 15.03.9** The BOE shall establish and approve all schools' budgets in conjunction with the school supervisory staff and monitor the schools' expenditures throughout the year.
- 15.03.10** The BOE shall understand the legal requirements for educational programs; however, it will defer the approval authority to the BOD.
- 15.03.11** The BOE shall permit members of GB (General Body) to add agenda items to the BOE Meetings provided the BOE is given notice of such inclusion at least twenty-one (21) days prior to the BOE Meeting. Such inclusions shall be solely at the discretion of the BOE.
- 15.03.12** The BOE meetings shall be open to the GB members to attend as silent, non-voting observers but shall be requested to leave the BOE meeting when executive and sensitive issues are being deliberated and decided upon.
- 15.03.13** The BOE shall review and approve the schools' curriculum, text books and supplementary teaching materials working with the principals of the schools.

I have read the Roles and Responsibilities of ISCN's BOE. Insha Allah, if elected, I pledge to fulfill the duties and responsibilities entrusted to me, to support its programs and services and to abide by ISCN's Bylaws.

Name (Please print)	Signature	Date
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