

## NACP Board Q and A

### Q. Is serving on the board similar to serving the PTA OR PTO in the district?

No, the Board of Directors is a governing entity. Government statutes require a 501 (C) 3 Nonprofit such as our organization to have a Board of Directors. The Board is governed by the organizations filed BYLAWS. Please read and be familiar with the BYLAWS and your Board Agreement.



### Q. I have the meeting on my schedule and my kiddos have a soccer game the same night and time. I have tried to find someone to take them to the game in my place, but have been unsuccessful! What should I do?

We appreciate that you are trying to find a solution other than missing the meeting! Family is important! If efforts fail, please contact the Board President and ask for an excusal. The Board Agreement requires that you are present for 75 % of meetings.

### Q. Oh! I thought the school Director led the Board!

The Board President is the lead, and makes 'the call' for the Board. The School Director advises the Board of Directors for decision making and leads the preschool programming.

### Q. I'm busy! Can I skip emails, texts and votes? There are plenty of voices to weigh in.

All Board Members are accountable for the decisions of the Board of Directors. It is a legal process and there is legal accountability. It is important that you give your attention to the conversations. Board Members are covered by Directors and Officers Insurance. A quorum is needed to meet the requirements in the BYLAWS

### Q. I love serving the school, but fundraising is not my thing. Do we have to fundraise?

We have made attempts to set tuition rates to allow the school to be self-sufficient. However, fundraising is an integral part of the non-profit organization. It is not unusual for nonprofit education entities to need to fundraise. It is a necessary function of the Board. Fundraising assures the fiscal health of the school for which the Board holds a responsibility.

### Q. Can you detail the roles of the school Director and the Board?

The Executive Director is administration, human resources, and lead teacher. The Director administers the preschool program, oversee staff, plans curriculum and lead teachers in the classroom, contracted 40 hours a week for 41 weeks Aug 16- May and up to 150 hours June 1 – Aug 15. The Board assists with hiring, extracurricular activities and events, fundraising and oversees budget and policy development. Board Members assist in the "extras", either as a group or individually, so the Director can maintain the duties and integrity of the day to day program.

### Q. Where can I find more information on my role?

The white Noah's Ark folder will contain The BYLAWS and a copy of your Board Agreement and Confidentiality Agreement. Also, it may contain additional information if you serve the Board as an officer. There is a separate binder for the Board President, the Corporate Folder is held by the Secretary and the Treasurer holds the checkbook and at times communicates with the school's bookkeeper. Your role is very meaningful and important to the school!

### Q. When are the meetings?

Currently the 2<sup>nd</sup> Wednesday of each month @ 4:30. The Board likes to keep meetings to an hour, but sometimes 2+ hours are needed, especially budget meetings in November and the spring. Members

are required to be responsive to needs of the school to keep it operating. BYLAWS state meetings are monthly. However, usually the board votes to not meet, or to do a social meeting, in December and June.