

# Key Governance Terms of the Charter Contract



The charter contract is held between the CSI Board of Directors and the school's board of directors. Ultimately, it is the responsibility of the school to ensure that the school is meeting academic, financial, and operational requirements.

Many of these requirements are set forth in the charter contract. Each board member should be sure to review the charter contract and understand its key terms.

School governance is addressed in Section 4.1 of the charter school contract. The standard terms established are as follows:

- The school board must be incorporated as a Colorado Nonprofit Corporation.
- The school board members are fiduciaries of the School and shall operate in accordance with the School Corporation's Articles of Incorporation and Bylaws. The school must notify CSI of any amendments to the Articles of Incorporation or Bylaws within 10 days of making a change.
- The school is subject to the [Colorado Sunshine Act](#) and the [Colorado Open Records Act](#). School Board-adopted policies should be made readily available for public inspection. In addition, the following must be posted and maintained on the school's website\*:
  - board meeting notices, agendas, and minutes;
  - board membership and contact information for the board chair; and
  - board meeting calendar
- The board must adopt and strictly enforce a conflict of interest policy that addresses nepotism, excessive compensation, and any other potential conflicts of interest among school staff, leadership or governing board.
- The board must adopt a grievance policy for resolution of public complaints in accordance with the [CSI Grievance Policy](#).

\*CSI conducts an annual audit of school websites to ensure that each school is properly posting these materials.

Questions? Contact CSI's Legal and Policy Associate Stephanie Aragon at [StephanieAragon@csi.state.co.us](mailto:StephanieAragon@csi.state.co.us).