

Prepared for:
James Island Charter High School
Board of Directors

A background image of a modern conference room with large windows and a long table.

Easier Board Meetings for Charter Schools

INTRODUCTION

Board meeting management remains an ongoing hassle for charter school board members and school leaders. Schools encounter unnecessary work created by the use of manual solutions to prepare and manage documents for their board and committee meetings.

We believe innovative schools deserve more than manual solutions for their board management. Our goal is to help board members and school leaders spend less time on documentation requirements and allow them to focus on high-value work that elevates academic performance.

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Impact of manual board documentation

The manual process of creating and managing meeting documents is time-consuming and costly for many charter boards and school leaders. Schools are currently using multiple tools and applications to compile their meeting agenda, board packet, and minutes.



Time and Money

Each month, manual documentation creates extra work for volunteer board members and school administrators. This results in hours of time being taken away from high-value work needed to operate and improve the school.



How many hours per month do you spend on board and committee documents?



What are the monthly costs for for printing board meeting documents?

Impact on Board Performance

The manual documentation process also interferes with board performance. Performance is impacted before, during, and after meetings by this manual process.

Timely completion and easy accessibility of the board packet

Conducting focused meetings while taking minutes

Harder to recruit and retain board members

Creates Compliance Issues

Manual documentation makes it more challenging to stay in compliance with open-meeting laws. This leads to issues with the authorizer and charter renewal process.

Are we in regular compliance with monthly meeting requirements?



Are all meeting documents securely stored and easily accessible?

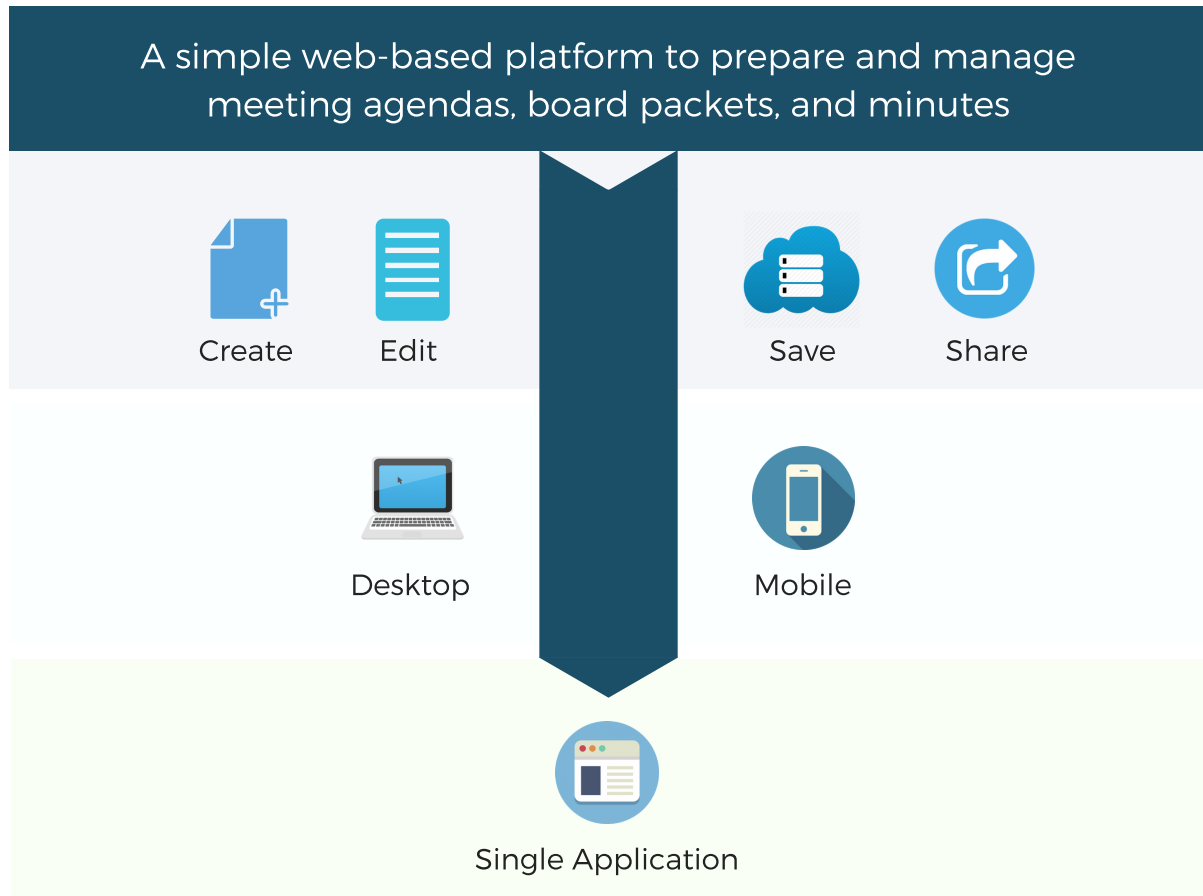


How do we ensure continued compliance during board transitions?



Easier board documentation with technology

CharterBoards streamlines your board meeting document process



Product Details



Agenda Builder

Prepare your agenda and board packet more quickly and efficiently. Build, edit, and collaborate on your agenda and board packet for all board and committee meetings. Then, share your digital board packet via email or a link and post the agenda to your website, with just a single click.



Minutes Recorder

Conduct focused and time-efficient meetings. Quickly take minutes from a pre-built outline automatically generated from your agenda. Record voting actions and approve previous minutes in just a few clicks. Adjourn the meeting and download the minutes or instantly post to your website.



Files

Organize and manage all of your meeting documents in one place. No more worrying about printing and filing. All historical and current meeting agendas and minutes are saved and accessible in the cloud. You'll also be able to add selected files to your website without having to rely on a web administrator.

Benefits of CharterBoards

Increase board efficiency so you can focus on high-value work at your school and always remain in compliance with your authorizer

Save Time

- Save hours of time each month on agendas, board packets, and minutes for your board and committee meetings.
- Volunteer board members and school leaders will be able to spend less time on documentation and focus their time on high-value work like academic outcomes, school growth, and funding.



Reduce Expenses

- Lower monthly paper costs by eliminating the need to print board meeting documents.
- Share and view your board packet online with all relevant attachments.



Conduct More Efficient Meetings

- Easily collaborate on the meeting agenda so you can plan a well-structured meeting.
- Ensure board members are better prepared for meetings by providing them access to review the digital board packet in advance of the meeting.
- Hold shorter and more focused meetings without having to manually document meeting minutes.



Reduce Compliance Risk

- Eliminate the hassles of staying in compliance by streamlining governance-related documentation.
- Ensure meeting documents are regularly prepared and easily accessible so you can build a better relationship with your authorizer and simplify your renewal process.
- Increase transparency and create more trust with parents.
- Remain stress-free and maintain ongoing compliance during times of member succession.



Pricing Summary and Terms

CharterBoards Platform

Features Include:

Agenda Editor
Minutes Recorder
Digital Board Packet
Team Access
Unlimited Board Meetings
Collaboration Tools
Committee Meetings
Public Site Page
File Storage and Sharing
Tasks

\$200 / mo

billed annually

To get started, please review and sign digital quote.
For questions, reach us at info@charterboards.com

