**EXPECTATIONS OF THE DIRECTORS OF THE GRAFTON EDUCATION FOUNDATION**

Directors are expected to attend at least 9 meetings of the Directors in each fiscal year.

Directors are expected to notify either the President or the Secretary of the Foundation prior to the start of the meeting if they are unable to attend a meeting of the Directors.

Directors are expected to serve as an active member of at least one committee.

While Directors do not have a specific term of office, they are expected to give 60 day notice to the Secretary of their intent to resign as a Director of the Foundation.

Grafton principals and district administrators shall not serve as a Director of the Grafton Education Foundation. Current Grafton School District employees, as well as current members of the Grafton School District Board of Education cannot serve as Officers of the Grafton Education Foundation.

One teacher at each of the schools of the Grafton School District shall serve as a Director of the Foundation.

Each Director has a fiduciary responsibility for the success and wellbeing of the Foundation. As a result, they are expected to be knowledgeable about the status of the Foundation’s activities.

The Directors are all volunteers who are involved in many activities in addition to the Foundation. For that reason, email communication is an extremely important way to stay informed. Each Director is expected to respond to email messages from other Directors within 48 hours, and notify all Directors when they will not have access to email for an extended period of time.

The President and the Director of Public Relations and their designated representatives are responsible for communicating with the media. In addition, each Director is expected to be an advocate for the foundation, promote the Foundation in casual conversations, be aware of the staffing needs of the Foundation, and to identify and recruit people to be active on the committees and activities of the Foundation.



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