BELLEVUE SCHOOLS FOUNDATION

Transforming Education. Supporting Students

TRUSTEE RESPONSIBILITIES

THE TRUSTEE ROLE

MISSION: The Bellevue Schools Foundation develops, promotes, and funds the best possible learning opportunities for all students in Bellevue's public schools.

TITLE: A trustee is a member of the Board of Trustees of the Bellevue Schools Foundation, a Washington nonprofit corporation (our Board of Trustees is the same as a board of directors.)

TERM: Three years. A trustee is eligible for re-election for up to two additional three-year terms. Exceptions are recommended by the Governance Committee and voted on by the Board.

FOUNDATION BACKGROUND: The Bellevue Schools Foundation raises money to support Bellevue public schools, connecting the resources of the community to the academic and social-emotional needs of students. The Foundation works in cooperation with the Bellevue School District to ensure that the Foundation supports programs that have a high priority, broad utilization, and substantially equal distribution among Bellevue's public schools.

GENERAL RESPONSIBILITIES OF TRUSTEES

We are first and foremost an active fundraising board. Trustees are generally expected to participate in the following ways on an honor system.

- 100% participation of Trustees with a personal gift annually.
- Learn about the work of the Foundation and Bellevue public schools in order to represent the Foundation's purpose, goals, objectives, and programs in the community.
- Steward a minimum of five donors inviting them to events, personally thanking them, and sending updates.
- Introduce and invite others to help support the Foundation.
- Serve as a table captain at Spring for Schools, recruiting enough guests to fill at least one table.
- Participate in and invite others to at least three Foundation events each year and participate in virtual events.
- Provide leadership through committee participation and as a positive ambassador to the community.
- Share your network, expertise, and talents (marketing, HR, PR, legal, financial management, etc.).
- Attend at least 75 percent of board meetings and committee meetings each fiscal year.
- Meet all legal and financial requirements and engage in planning and board duties as needed.

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