



# **Cornerstone Classical Academy**

## **Active Committees**

### **1) Audit and Financial Oversight Committee**

The audit and financial oversight committee exists to assist the Board in ensuring that CCA's money and assets are being properly managed and accounted for, as well as being safeguarded against fraud, waste, and abuse. The committee's duties include soliciting proposals from independent auditors as needed, regularly reviewing financial reports and source documents for irregularities, and confirming the timely and accurate submission of various compliance reports such as corporate tax documents and authorizer mandated financial reports. With the guidance of the Board's attorney, the committee shall also investigate allegations of financial wrong-doing by senior management and shall receive reports from senior management regarding any investigations of financial wrong-doing it is conducting of subordinate personnel. The committee provides financial oversight for CCA including budgeting and financial planning, financial reporting, and the creation and monitoring of internal controls and accountability policies.

### **2) Development Committee**

The development committee exists to oversee the strategic and overall fundraising and marketing plans for CCA. The development committee partners with the CCA's chief executive officer's principal to oversee all fundraising and, in particular, the fundraising done by the Board of Directors to strengthen the financial health of CCA. The development committee works to build a culture of philanthropy among CCA's Board, faculty, and parents. The Committee partners with staff to institutionalize the philanthropic best practices to ensure a donor-centered organization. The committee develops and executes the communications, marketing and outreach plans for the purpose of awareness, stewarding and enhancing of the CCA brand.

### **3) Risk Management Oversight Committee**

The Risk Management & Oversight Committee exists to assist the Board in ensuring that sound risk management is occurring in CCA to include oversight of adequate insurance coverages (including policy renewal), confirmation of timely completion by management of background checks of staff and volunteers, campus safety plans, business and academic processes and compliance items, approved policies and procedures, adherence to the curriculum, current and proposed IT services and their performance, emergency action plans and related policies.

#### **4) Governance Committee**

The Governance Committee exists to assist the Board in developing optimum board performance with the goal of sustaining it upon board member turnover. The committee's duties include identifying (and recruiting) potential candidates for Board service and coordinating election and orientation of new members. It is also responsible for coordinating ongoing Board self-assessment and professional development that is both meaningful and practical. The committee will insure, on behalf of the Board, that any required criminal history checks on candidates, officers and directors are initiated in a timely manner and the results reported to the Board. The committee shall also be vigilant, as needed, in reminding the Board, its officers, its committees, and its individual members of the importance of complying with the Board's bylaws, officer and director code of conduct, conflict of interest disclosures and any related Board policies. The committee will recommend policies and procedures for the board's review. The committee will also provide leadership and oversight for building operations and services concerning the physical structures and grounds of CCA.

*Committee descriptions approved by the Board of Directors on October 14, 2020*