OrangeCountySchoolofthe Arts

OCSA Board of Trustees
Board Member Position Description

School Overview and Mission:

Orange County School of the Arts (OCSA) is an award-winning public charter arts school located in Santa Ana, CA. OCSA provides an unparalleled arts and academic education in a creative, challenging, and nurturing environment to a diverse student body passionate about the arts, preparing them to reach their highest potential.

Board of Trustees Overview:

The OCSA Board of Trustees is a dedicated group of community leaders, professionals, and advocates who share a deep commitment to the school's mission. Responsible for the governance of the school, the Board sets policy, provides strategic guidance, and exercises fiscal oversight to ensure the continued excellence and sustainability of OCSA's award-winning arts and academic programs. Through their leadership and advocacy, the Board helps foster innovation, strengthen community partnerships, and expand opportunities for students to thrive both artistically and academically.

Roles and Responsibilities of Trustees:

- The role of the Board of Trustees is defined in detail through Bylaw 9000. As is outlined, Charter schools are governed by boards, not by individual board members. While understanding their separate roles, the Board of Trustees and the school's CEO and COO work together as a governance team in operating OCSA. The governance team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively. Though the Board may delegate the day-to-day operations and management to the CEO and COO, the Board maintains oversight in the following operational areas: vision and strategic planning; student achievement monitoring; staffing and personnel; parent, student, and community relations; finance and budget; facilities; governance, legal compliance, and risk mitigation; and charter performance and renewal.
- Trustees are committed to making decisions in alignment with the mission and vision of the school, focused on a top priority of ensuring the best interest of students at all times.
- Trustees are volunteers.
- In order to maintain compliance with public transparency laws, each Trustee must annually file a Form 700 (Statement of Economic Interests). This is a required disclosure document for all state and local government officials, designated public employees, and board members for public entities, like OCSA. It requires filers to publicly report their personal financial interests – such as investments, real estate holdings, income, and gifts – to promote transparency and prevent conflicts of interest.

- Board of Trustees meetings comply with The Ralph M. Brown Act, California's open-meeting law that requires school boards and other local legislative bodies to conduct their business, deliberations, and decision-making in public view. All Board members receive annual training on The Ralph M. Brown Act to maintain accountability and transparency.
- Trustees are asked to attend special events as representatives of the school and should make every effort to attend, when possible.
- Trustees attend monthly public meetings as noted on the Board Calendar. Each Trustee is provided a Board Packet 72 hours prior to each scheduled meeting so that they can review all materials in advance of discussion.
- Board Meetings typically run approximately 2.5 hours (once per month), with the understanding that additional time (and/or Special Meetings for unique time-sensitive topics) may occasionally be needed.
- There is a slate of officers for the Board of Trustees. Each Trustee may be asked to serve in an officer position at various times during their tenure.

Education, Experience, and Credentials:

In California, many of the minimum requirements to serve as a school board member are set by the state Education Code. For the OCSA Board of Trustees, candidates must be:

- At least 18 years old
- A citizen of California
- A registered voter
- Not legally disqualified from holding civil office

Additionally, to avoid any potential conflicts of interest, current OCSA employees and OCSA vendors will not be considered as candidates for the Board of Trustees.

Trustee Selection Process:

The OCSA Charter and Bylaws require that three Trustees are appointed by the OCSA Foundation Board of Directors and two Trustees are appointed by our Charter Authorizer, the Orange County Board of Education.

Given that the current vacancy on the Board of Trustees is a OCSA Foundation Board-appointed seat, it is the duty of the same entity to conduct a process to appoint a successor to the Board of Trustees.

How To Apply:

Interested candidates should apply by emailing a letter of intent and resume to OCSA Foundation Board Chair Jennifer Sternshein at jennifer.sternshein@ocsarts.net. The deadline to apply is **November 6, 2026**.