



2.1 INITIAL BOARD EXPANSION POLICY

PURPOSE

This policy addresses the skills, competencies and diversity intended for the Oak Hill Community School (OHMCS) Board of Directors as a whole.

OHMCS is dedicated to developing and maintaining a board of directors to effectively govern the school. The policy below addresses the characteristics identified as pertinent for the board and the nomination process for adding identified individuals to the initial founding board. OHMCS seeks a board which, as a group, provides a composite of necessary attributes and competencies and reflects diversity.

OHMCS uses this policy to identify, recruit, and nominate candidates to the Board of Directors. We assure understanding, agreement, and commitment prior to nominating any candidate to the board.

QUALITIES

OHMCS will look for the following attributes in every board member:

- Commitment to the mission and vision of OHMCS
- Availability to participate meaningfully in the governance process
- Ability to engage in candid dialogue, ask difficult questions, agree to disagree, and work with colleagues to resolve differences
- Ability to work well in a group
- Comfort with diversity
- Honesty, courtesy, creativity, open-mindedness, and initiative

SKILLS & COMPETENCIES

OHMCS board of directors is accountable for the success of the organization and, therefore, must collectively possess the wisdom, experience, and expertise to ensure the school's viability. As such, it will look for individuals with the following key competencies: Finance, Fundraising, Legal, Facilities, Marketing & Public Relations, Hiring & Human Resources, Governance, Community Outreach, Curriculum & Assessment.

DIVERSITY

OHMCS is committed to proactively seeking diversity on its board of directors. In addition to seeking board members that possess the attributes and competencies to



contribute effectively to the board, OHMCS will search for candidates that reflect the diversity of the community.

NOMINATING PROCESS

The Executive Committee of the board takes the lead in finding and recruiting new members to the board. This committee will look to all OHMCS board members to participate in recruiting new members. The process for nominating and approving new board members is as follows:

1. The Executive Committee conducts a skills inventory of the board of trustees and develops a prioritized list of needs.
2. Potential candidates are recommended to the Executive Committee.
3. The candidate is asked to forward a copy of their résumé to the Executive Committee.
4. A member of the Executive Committee conducts an initial phone screening to explore the background and qualifications of the potential board member.
5. If the potential board member seems likely to be a good fit for the board or a board committee, they are invited to meet a board member and the school director to participate in a lengthier in-person interview. At this point, the candidate is given written committee and board member job descriptions and expectations and is questioned about his or her ability to comply with all requirements.
6. If the candidate remains a fit for a committee or the board, they are invited to attend the next scheduled board meeting.
7. The potential board member's résumé is forwarded to all board members in advance of the meeting that the potential member is planning to attend.
8. When the potential board member attends the board meeting, they are given a copy of the following documents:
 - a. OHMCS charter contract
 - a. OHMCS meeting minutes from the past calendar year
 - b. OHMCS bylaws
2. A background check is conducted on the potential board member.
3. If the potential board member continues to be interested in joining the board after they attend a meeting, and the Executive Committee finds that the candidate shares philosophical alignment with the mission of OHMCS and possesses useful capacities for the board, the Executive Committee will recommend to the full board that the candidate be voted in as a board member.



NOTES:

This process is for the expansion of the founding board of OHMCS. Elections will be held for the ongoing governing board as outlined in the Board Elections & Campaigning Policy.