

CMP GOVERNING BOARD

BOARD MEMBER APPOINTMENT PROCESS POLICY

Appointing California Montessori Project Governing Board Members Policy

~~This policy is intended to detail the process the Governing Board should follow when appointing Governing Board Members. The California Montessori Project (CMP) Bylaws provide for one Community-At-Large Board member, one Charter School Representative, two Business Community Members and one Montessori Representative. These Board seats are appointed by the CMP Governing Board. Additionally, the Bylaws provide that if there is no candidate for a Parent Representative seat the Board may appoint a director to fill this seat. This policy outlines the process for appointing Governing Board Members.~~

~~Appointments occur when the Business Community Representative, the Community at Large Representative, the Montessori Representative, and the Charter School Representative positions are vacant and/or when elected Parent Representative positions become vacant mid-term.~~

Nominating Committee

~~The Chair of the Board of Directors or, if none, the President will appoint a committee to designate qualified candidates for appointment to the Board of Directors at least thirty (30) days before the date of any appointment of directors. The nominating committee will be composed of one to three Board members. Members of the school community may nominate candidates for consideration by the nominating committee. All candidates considered by the nominating committee must submit a Statement of Interest form.~~

Interview Process:

~~The nominating committee will conduct candidate interviews which may be conducted in person or as necessary telephonically. The nominating committee will designate a member to take notes of each interview and subsequent committee discussions regarding each candidate.~~

~~When nominees are brought to the Governing Board for potential selection,~~

- ~~• It would be helpful for the person or committee nominating the prospective Governing Board member will provide background information indicating why the nominee is a suitable candidate for the Governing Board.~~
- ~~• It is also helpful if the person nominating the candidate shares what information about CMP, the Governing Board, and any other background information or expectations have already been shared so during the subsequent interviewing, the interviewers have an idea of specifics that may especially need to be mentioned.~~
- ~~• It is helpful to receive candidate background information and their reasons for wanting to serve in writing. The Board will ask interested persons to complete a Statement of Interest form.~~

~~Candidates need to be interviewed by member(s) of the Governing Board. Following these guidelines:~~

- ~~Ideally a~~An ad hoc committee of 1-7 ~~3~~ Governing Board members should be appointed.
- ~~In-person interviews are ideal, but telephone conference calls are acceptable.~~
- ~~Notes should be kept of the actual interview and subsequent discussion regarding candidate.~~

~~Remembering that the interview process is an exchange of information about CMP, the Governing Board, as well as, the candidate,~~ The following areas should be covered during the interview process:

- General information about CMP, Montessori ~~Teaching-teaching Methods~~methods, ~~and how that~~ CMP ~~conforms-complies~~ with ~~the~~ California Educational Code, ~~and California Charter Schools,~~ as needed depending on the candidate's familiarity with these subjects.
- Major areas of responsibility for the CMP Board including CMP ~~fiduciary-financial~~ soundness, student ~~scholastic-academic~~ performance, CMP policy approval, approving/participating in student expulsion processes, ~~some CMP Staff issues,~~ overseeing the ~~Executive Director~~Superintendent, and other areas of responsibility (such as site development) that are brought to the Governing Board.
- Review usual time spent in Governing Board meetings, committee work, and occasional workshops.
- ~~Governing Board members follow a set of established norms (mentioning a few is good, and making a copy of the GB Norms available upon request).~~ Review the Governing Board Norms.
- Reviewing relevant candidate background ~~items, especially those items that fill existing~~and skill sets needed by the Governing Board (review with Governing Board Chairperson before interview).
- Discussing why the candidate would like to serve on the Governing Board.
- ~~It would be good to mention~~Explain that the candidate, if selected, would be expected to submit a California Fair Political Practices Financial Disclosure (Form 700) initially and each year thereafter, ~~and that responsibility.~~

Board Report:

The ad hoc Governing Board selection committee should interview all of the candidates (if more than one) for each ~~open position~~vacant seat. n, and report back to the Governing Board. It is hoped that t. The Governing Board selection committee should arrive at a consensus, or a majority recommendation for the entire Governing Board to act upon, with a supporting verbal or written report. A minority report may also be submitted for discussion by the Governing Board. ~~._The nominating committee shall make its report at least seven (7) days before the date of the appointment or at such other time as the Governing Board may set.~~

The nomination(s) brought before the Governing Board will be discussed and selection will be by a majority vote. Should there be no clear majority achieved (in the case of more than two candidates) of the Governing Board, run-off votes of the two top candidates should be carried out.