



Marin Country Day School Inclusion and Belonging Committee

September 2023

Purpose of the Inclusion and Belonging Committee

The Marin Country Day School ("MCDS" or the "School") Board of Trustees (the "Board") is dedicated to conducting its business in the best interests of the School.

The Inclusion and Belonging committee of the Board is comprised of trustees, community members, and members of the senior administration team. The committee works closely with the Head of School, and Board Chair to keep the school accountable for living its mission by periodically monitoring and assessing school culture, policies, and quality of Board education. The committee provides training and support for the Board to enhance cross-cultural competency, as well as increasing the feeling of inclusion and belonging in the wider community.

The specific composition and responsibilities of the Committee are as follows:

Formation and Structure of the Committee

The Committee consists of a minimum of four Trustees and a maximum of five non-Trustees, as deemed necessary or desired by the Committee Chair or Co-Chairs.

The committee meets at least five (5) times per year. Meetings should occur on a monthly cadence beginning in September (Fall semester) and concluding in April (Spring semester). Meetings may be conducted virtually via video conferencing services, in-person at the School, or a hybrid of both.

The Chairs of the Committee must be Board members.

The Committee may not include any member of MCDS's staff or any person who has a material financial interest in any entity doing business with MCDS. The MCDS Head of School, and Upper and Lower School Division Heads attend the meetings. The Committee may, at its discretion, include in its meetings other members of the Board, members of the School's management, or any other person whose presence the Committee believes to be desirable

and appropriate. Notwithstanding the foregoing, the Committee may exclude from its meetings any person it deems appropriate.

Duties of the Committee

The committee works closely with the Head of School, and Board Chair to keep the school accountable for living its mission. The matters included in the Committee's ongoing evaluation of the School's level of fulfillment of its mission shall include the following:

- Monitoring, assessing, and improving School culture, as prescribed by the School's mission
- Examining School policies to ensure compliance with non-discriminatory requirements
- Recommending and/or developing support for the Board to enhance cross-cultural competency and anti-biased decision making
- Support ambassador program to strengthen inclusion and belonging throughout our school community

Review this Charter every two years or more frequently if deemed necessary or advisable by the Committee to assure its compliance with laws and regulations and its adherence to Committee practices and policies.

Committee Meeting Schedule

The committee meets at least five (5) times per year. Meetings should occur on a monthly cadence beginning in September (Fall semester) and concluding in April (Spring semester). Meetings may be conducted virtually via video conferencing services, in-person at the School, or a hybrid of both.

The Committee shall consist of Trustees appointed by this same Committee, the Committee on Trustees, and administrative staff as deemed necessary or desired.

The Committee shall be led by a Committee Chair or Co-Chairs, selected by the previous Chair or Co-Chairs in consultation with the Board Chair, the Committee on Trustees, and if applicable Board Chair-elect. Chairs or Co-Chairs are asked to serve at least 2 years in this role, unless extenuating circumstances necessitate a shorter term.

The Chair or Co-Chairs of the Committee must be Board member(s).

Non-Trustee members of the Committee shall be subject to the same ethics standards as apply to Trustees. In considering potential new members of the Committee, fluency in cross-cultural competency shall be a preferred criterion, and the Committee shall endeavor (but shall not be required) to include in its membership a substantial portion of members who have demonstrated experience in either a professional, education, and/or not for profit sector.

Report of the Committee

- Inclusion and Belonging Committee reports to the Board as needed.