

Sebastopol Independent Charter School  
Board Member Selection Protocol

- 1) The sitting board in consultation with the Executive Director will determine skill sets that are particularly valuable to the School at that time.
- 2) The board vacancy and solicitation for interested and qualified candidates will be posted in the Charter Notes (school newsletter). Candidates will be given at least two weeks to respond. Candidates from outside the school community will also be considered.
- 3) If the Board identifies people that the Board has an interest in recruiting for board candidacy, the Board will make contact with such people.
- 4) All interested candidates will submit a letter of interest, expressing the skills they would bring to the Board and their reason for wanting to serve.
- 5) A Board Nominating Committee will interview the top five candidates after screening of the letters of interest. The Board Nominating Committee will be comprised of two current members from the Board, one member of the Charter Foundation to be selected by the Charter Foundation board, one member of the faculty to be selected by the Faculty Council, and the Executive Director. The Executive Director and the Charter Foundation representative will be non-voting members of the Committee. The Board Nominating Committee will select a Chairperson.
- 6) After interviews, the Board Nominating Committee will vote to determine which candidate (or candidates, if more than one opening on the Board) to nominate to the Board.
- 7) The whole Board will vote on the nomination at their next regular meeting. Should the nominee not be confirmed by the Board, the Board will either, at their discretion, begin a new search or ask the Board Nominating Committee to reconvene and nominate another candidate from those previously interviewed.
- 8) Following approval of a nominee and their acceptance to join the Board, the Board Nominating Chairperson will write letters to each of the candidates not selected for service by the Board, notifying them of the Board selection decision.
- 9) The Board secretary will keep a running list of community members that the Board expresses interest in recruiting.

Adopted 6/17/2012