

# Board Nominations

## Purpose

This policy outlines the steps involved in the nomination, selection, and approval of Board members.

## Duration

This policy is permanent, but it is subject to yearly revision by the Board Chair and Nominating Subcommittee the Board Nominations Task Force.

## Policy

The ANCS Board Nominations Task Force Nominating Subcommittee is elected by and accountable to the Board of Directors to recruit Board members who shall carry out the mission, vision, and strategic plans of ANCS.

In accordance with the values of ANCS, the Board Nominations Task Force Nominating Subcommittee shall seek to ensure that the Board of Directors is inclusive and at least parallels the diversity of our community. If there is a high degree of diversity at the Board leadership level, we hope that our policies, priorities, and plans will include those diverse perspectives.

### SECTION 1. The Nominating Committee Board Nominations Task Force

1. No later than the October Board meeting, the current Board Chair will appoint a current Board Member to Chair the Nominating Subcommittee Board Nominations Task Force. This Chair will solicit interested Board Members to form the Nominating Subcommittee team members Board Nominations Task Force for the upcoming board recruitment cycle.
2. No later than the December Board meeting, the Nominating Subcommittee Board Nominations Task Force Chair will present the complete list of Board Members to serve on the Board Nominations Task Force Nominating Subcommittee for the upcoming board recruitment cycle. The Board votes to approve the recommended Nominating Subcommittee no later than the December Board meeting.
3. The Board Nominations Task Force Nominating Subcommittee will solicit and review nominations, and bring a recommended slate of Board members to the Board for approval no later than the June Board meeting.

4. The Board Nominations Task Force~~Nominating Subcommittee~~ will include at least the Board Chair or Chair-Elect/Vice Chair and a non-voting member of the faculty and staff (e.g., i.e. Executive Director).
5. The Chair of the Board Nominations Task Force~~Nominating Subcommittee~~ is a current Board Member and is to be appointed by the Board Chair. The Candidate should be a fully engaged, active member of the board with the time required to successfully execute the annual recruitment process.
6. Three to four additional Board Members will serve on the Board Nominations Task Force~~Nominating Subcommittee~~. Limited additional members of the school community may also be appointed (~~for~~ example e.g., a member of the PTCA Executive Committee, a community member with board leadership development experience, a member of the Diversity and Equity Action Team ~~etc~~).
7. Sessions of the Board Nominations Task Force~~Nominating Subcommittee~~ regarding individual candidates shall be considered confidential.
8. At the first Board Nominations Task Force~~Nominating Subcommittee~~ meeting each year, the Subcommittee~~Task Force~~ shall review the nominating policy and procedures and recommend changes to or continuation of the existing policy and procedures to the Board of Directors.

## **SECTION 2. Call for Nominations**

1. Prior to the public call for nominations, the Board Nominations Task Force shall report to the Board of Directors the actions it will take to achieve the diversity, equity and inclusivity goals of the board.
- 4-2. After determining recruitment goals, a call for nominations for Board members will be made to the school community no later than February, allowing at least two weeks for a response.
2. This call for nominations will be distributed to all current families and faculty and staff. It will be posted on the ANCS website, social media, and other areas to enhance recruitment efforts of non-parents.
3. The notice will reiterate our desire for a broad spectrum of applicants, describe Board responsibilities, as well as the process to apply (including the submission of a CV/Resume as required by the Georgia Department of Education).

## **SECTION 3. Vetting of Candidates~~Applicants~~**

1. Upon the close of the nominations period, the [Board Nominations Task Force](#)~~Nominating Subcommittee~~ will review all applications and select the ~~candidates~~[applicants](#) to be interviewed.
2. Interviews of selected ~~candidates~~[applicants](#) will be conducted ~~in person~~ by the [Board Nominations Task Force](#)~~Nominating Subcommittee~~.
3. ~~Candidates~~[Applicants](#) who are selected for an interview will be encouraged to attend a Board Meeting, as well as an [information session](#).
4. At least one reference will be consulted for each finalist prior to being added to the slate of Board nominees.

#### **SECTION 4. Filling the Slate, Presentation, and Approval**

1. To prepare a slate of Board nominees, the [Board Nominations Task Force](#)~~Nominating Subcommittee~~ will first consider those Board members who wish to renew their membership for another term, providing those members have demonstrated by meeting attendance and active participation an interest and commitment to ANCS.
2. In filling the slate, the [Board Nominations Task Force](#)~~Nominating Subcommittee~~ will consider continuity, access to new or a variety of networks in the community, [background, experience, skills,](#) and diversity.
3. The [Board Nominations Task Force](#)~~Nominating Subcommittee~~ will then choose from the submitted applications those persons who are considered to best meet the needs of the Board.
4. The full Board shall consider and vote on the slate of Board nominees as recommended no later than the June Board meeting.

## **Resources**

## **Approval**

**Policy approval date:**

11/19/13

**Policy effective date:**

11/19/13

**Policy review date:**

[01/10/1912/1/2020](#)