



Date: May 31, 2024
From: Aims K-12 Board
Subject: Purpose, Role, and Responsibilities of the Governance Committee

Purpose:

The Governance Committee of Aims K12 College Prep Charter District was established to enhance the effectiveness of the Board of Trustees. The committee ensures that the board operates with the highest standards of governance, ethics, and accountability, aligning with the district's mission and strategic goals.

Role:

The role of the Governance Committee is advisory and supportive. It assists the Board of Trustees by developing and recommending governance policies, practices, and structures that promote effective board functioning and leadership.

Responsibilities:

1. Board Composition and Development:
 - Assess the composition of the Board of Trustees to ensure it reflects the diversity and skills needed to govern effectively.
 - Develop and oversee a process for recruiting, nominating, and onboarding new board members.
 - Plan and implement ongoing board development and training programs.
2. Board Policies and Procedures:
 - Review and recommend governance policies and procedures to the Board of Trustees.
 - Ensure that governance documents, such as bylaws and board policies, are up-to-date and reflect best practices.
 - Monitor compliance with governance policies and recommend updates as needed.
3. Board Performance and Evaluation:
 - Develop and oversee a process for evaluating the performance of the Board of Trustees and individual board members.
 - Facilitate regular self-assessments and external evaluations of the board's effectiveness.
 - Recommend actions to address identified areas for improvement.
4. Ethics and Accountability:

- Promote a culture of ethical behavior and accountability within the Board of Trustees.
 - Develop and recommend a code of conduct and conflict of interest policy for board members.
 - Monitor adherence to ethical standards and address any issues that arise.
5. Board Meetings and Communication:
- Review and recommend improvements to the structure and conduct of board meetings.
 - Ensure effective communication and collaboration among board members and between the board and district administration.
 - Oversee the preparation and distribution of board meeting agendas and materials.
6. Strategic Planning and Oversight:
- Support the development and implementation of the district's strategic plan.
 - Ensure that the Board of Trustees is actively engaged in strategic planning and oversight.
 - Monitor the alignment of board activities with the district's strategic goals.

Membership:

The Governance Committee shall consist of members appointed by the Board of Trustees. Membership may include board members, district administrators, and community representatives with expertise in governance and organizational leadership. The committee shall meet regularly, with meeting schedules determined by the committee chair.

Reporting:

The Governance Committee shall report its activities and recommendations to the Board of Trustees regularly. Reports shall include updates on board composition, policy reviews, performance evaluations, and other relevant governance matters.

Adoption and Review:

This document shall be reviewed and approved by the Board of Trustees. The Governance Committee shall review its purpose, role, and responsibilities annually and recommend any necessary revisions to the Board of Trustees.

Approval:

Board Chair Signature

Committee Chair Signature

