



Developing Future Board Members

Overview

A healthy, effective and sustaining charter school board will be continually training its directors and providing them tools for more effective governance. Additionally, it will be continually engaged in recruiting, cultivating and training future board members.

The LLCA Board of Directors aims to recruit talented, service-oriented committee members that will gain experience in school operations and be a source of candidates for future Directors on the board. Committees perform vital functions for the school and the board in conducting research and analysis, developing policies and making recommendations to the board. The LLCA Board Development & Nominating Committee shall undertake the tasks of organizing board training and resources as well as evaluating applications for committee and board service. In evaluating applicants for suitability, the committee will take the following qualities into consideration.

Filling Committee and Board Positions

1. *Need Basis:* Positions on committees or on the Board of Directors shall be filled on an “as-needed” basis. The Board, at its discretion, may fill more than one position, one position or no positions.
2. *Public Announcement:* The Board shall announce availability of openings in board meetings and on the school website. The announcement should include the qualifications for membership (see below.) In addition, it shall be noted that qualified applicants must be free from any record of criminal conviction.
3. *Application:* Each candidate shall submit for review an application for committee/board service. Applications and resumes shall be reviewed by the board development & nominating committee and qualified applicants called upon to submit to an interview. Applications will be accepted all year.
4. *Interview:* Those selected for an interview from the applicant pool will undergo a personal interview with members of the nominating committee.
5. *Presentation to the Board:* Following the conclusion of all candidate interviews, the Board shall meet in closed session to receive a report from the nominating committee detailing the results of the application and interview process.
6. *Motion:* The Chairperson of the nominating committee shall make, in open session, a motion to appoint qualified applicants to the Board committees or to appoint a new Director to the board.

Committee / Director Qualifications

Candidates for a position of a committee member or board Director should be able to demonstrate:

1. A sincere interest in serving the Board of Directors and LLCA:CFA as a committee member.
2. A connection with and commitment to the mission of Lake Lure Classical Academy.
3. A passion for the educational success of students
4. A history of having served faithfully and constructively on other community boards and sub-committees
5. The ability to contribute unique talents to the governance process
6. An acknowledgment that service on a committee is service to the whole, rather than to any individual or advocacy group
7. A personal history of responsibility, respect for the rule of law and good stewardship
8. An amiable, collaborative and diplomatic nature
9. A willingness to undergo necessary training and continuing development related to their service on the committee.
10. A visionary and future-focused attitude
11. An entrepreneurial spirit
12. A willingness to take risks while still acting responsibly
13. Skill as a good communicator
14. A high value for professionalism
15. An ability to place the school's success above personal interests
16. A commitment to building a learning organization
17. A deep appreciation of the strength of diversity
18. An ability to connect the school to the community through partnerships and alliances with other organizations
19. Prior experience on governing boards
20. A criminal background history free of convictions that would jeopardize the safety or reputation of the school community.

LLCA:CFA Board Member Responsibilities

1. Regularly attend Board meetings well-prepared and informed , having read minutes, School Director reports, committee recommendations, etc.
2. Review and approve all contracts and leases. Assist the Board in fulfilling its fiduciary responsibility.
3. Contribute in an area of expertise (e.g., curriculum, finance, facilities, personnel, legal.)
4. Serve on at least one board committee (attend meetings, perform research and analysis, prepare materials.)
5. Be familiar with the Core Knowledge Scope and Sequence.
6. Be in agreement with the educational philosophy, discipline policy and administrative structure of our school.
7. Abide by and support all governing documents (federal and state laws/regulations, charter, articles of incorporation, by-laws, school policies, etc.).
8. Attend school events to show support and encouragement for our school.
9. Attend a yearly board conference where the goals of the board are defined through a strategic plan, a board self-evaluation is critiqued and other pertinent topics are discussed.
10. Attend necessary training and continuing development related to service on the Board.
11. Participate in an annual Board Visit Day. During this time, directors will visit classrooms, talk with the staff and become familiar with current school concerns.
12. Promote the school in the community as a representative of the board.
13. Demonstrate undivided loyalty to the organization. Support board policies and decisions put in place by the board, even where you may personally dissent.
14. Always put the good of the charter school first, ahead of personal interests or those of other advocacy groups.
15. Never use the position, school assets or school information for personal gain or gain for any family member.
16. Be free of criminal convictions that would disqualify you for board service.
17. Avoid conflicts of interest and comply with the board's conflict of interest policy.
18. Lead by example and uphold LLCA's honor code: *"...respecting the rights of others, treating them with the same courtesy that I respect for myself."*
19. Respect confidentiality.
20. Read and sign the board policy handbook.

On a separate sheet of paper (not to exceed 2 pages) provide responses to the following questions:

1. Why are you applying to become a member of an LLCA:CFA Committee or the Board of Directors?
2. How do you see your role as a Committee/Board member affecting the future of the school?
3. What issues are you passionate about and how will those relate to your service on the Committee/Board?
4. Provide a summary of your role(s) on other community committees/boards over the past five years.

In preparation for committee or board service, it is recommended that all applicants perform the following:

- Read Professor E.D. Hirsch's book "Cultural Literacy" and "The Schools We Need and Why We Don't Have Them" and understand the principle that our society has a foundation of knowledge upon which subsequent learning is built.
- Be familiar with the Core Knowledge Scope and Sequence
- Be familiar with the educational philosophy, discipline policy and administrative structure of our school.

The following items are required as a means of conducting a criminal background review and will be detached from this application prior to submission to the review committee. Failure to complete and return this section renders you ineligible for consideration.

List all addresses held in the last ten years (Use additional sheets if necessary):

Date of Birth ____/____/____

Social Security Number: _____