**Forrest M. Bird Charter Schools No. 487**

**THE BOARD OF DIRECTORS** **1110 – P1**

**Purpose**

The process is intended to support a Board that is engaged, effective, representative of the school community, and aligned with the mission, vision, and strategic priorities of Forrest M. Bird Charter School.

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## 1. Board Member Recruitment

Prospective Board members may be identified through:

- Community outreach and engagement
- Referrals from current Board members or members of the school community
- Participation in Board committees or school activities
- Expressions of interest from individuals who support the mission and vision of Forrest M. Bird Charter School

When appropriate, the Board may identify specific skills, experience, or community perspectives that would strengthen the Board and consider those needs during recruitment.

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## 2. Letter of Interest

Individuals interested in serving on the Board shall submit a Letter of Interest to the Board Chair or Executive Director. The letter may be submitted as a formal letter or email and should include:

- A brief summary of the candidate's background and experience
- The candidate's connection to or interest in Forrest M. Bird Charter School
- The candidate's reasons for seeking Board membership
- Skills, expertise, experience, or perspectives the candidate would bring to the Board

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## 3. Opportunity to Observe Board Operations

Candidates recommended for further consideration may be invited to attend a regular Board meeting as a guest. This provides an opportunity for candidates to become familiar with Board meeting procedures, governance practices, and Board culture before appointment.

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**4. Board Appointment**

Appointment to the Board shall occur through a vote of the Board in accordance with the school's bylaws and applicable policies.

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**7. New Board Member Onboarding**

Following appointment, each new Board member shall participate in an onboarding process coordinated by the Board chairman and school administration.

**Onboarding shall include, as appropriate:**

- Review of Board bylaws, policies, and governance procedures
- Orientation to the school's mission, programs, operations, and strategic priorities
- Review of current Board initiatives and priorities
- Overview of school finances and accountability requirements
- Training regarding Board roles, responsibilities, and legal obligations
- Introduction to school leadership, staff, and fellow Board members
- Access to key Board materials, including meeting schedules, minutes, financial information, and other relevant governance documents

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**8. Board Mentor**

Each new Board member may be assigned a mentor from the current Board.

**The mentor will serve as an informal resource to help the new member:**

- Become familiar with Board procedures and expectations
- Understand Board terminology and processes
- Navigate Board and committee meetings
- Ask questions and gain familiarity with Board culture
- Transition successfully into their role as a Board member

Policy History:
Adopted on: Sept. 16, 2026
Revised on: